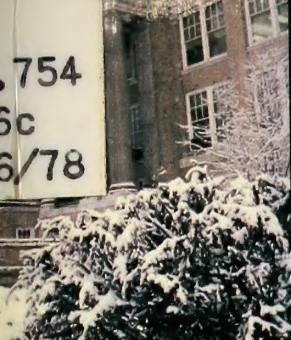








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Fairmont State College

Catalog
1976-78



Correspondence Directory

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as
indicated below:

Admissions

For everything concerned with
the admission of students, in-
cluding requests for the college
catalog and other publications,
academic credits, and information
about fees Registrar and
Director of Admissions

Administrative and General

College Policy President

The Faculty, Curricula, Instruction,
Summer Session Dean of Academic Affairs

Community College and
Continuing Education Community College

Guidance and Counseling Counseling Center

Housing Associate Dean of Student
Affairs — Housing

Scholarships, Loan Information, and
Student Employment Financial Aid Office

College Fees Business Manager

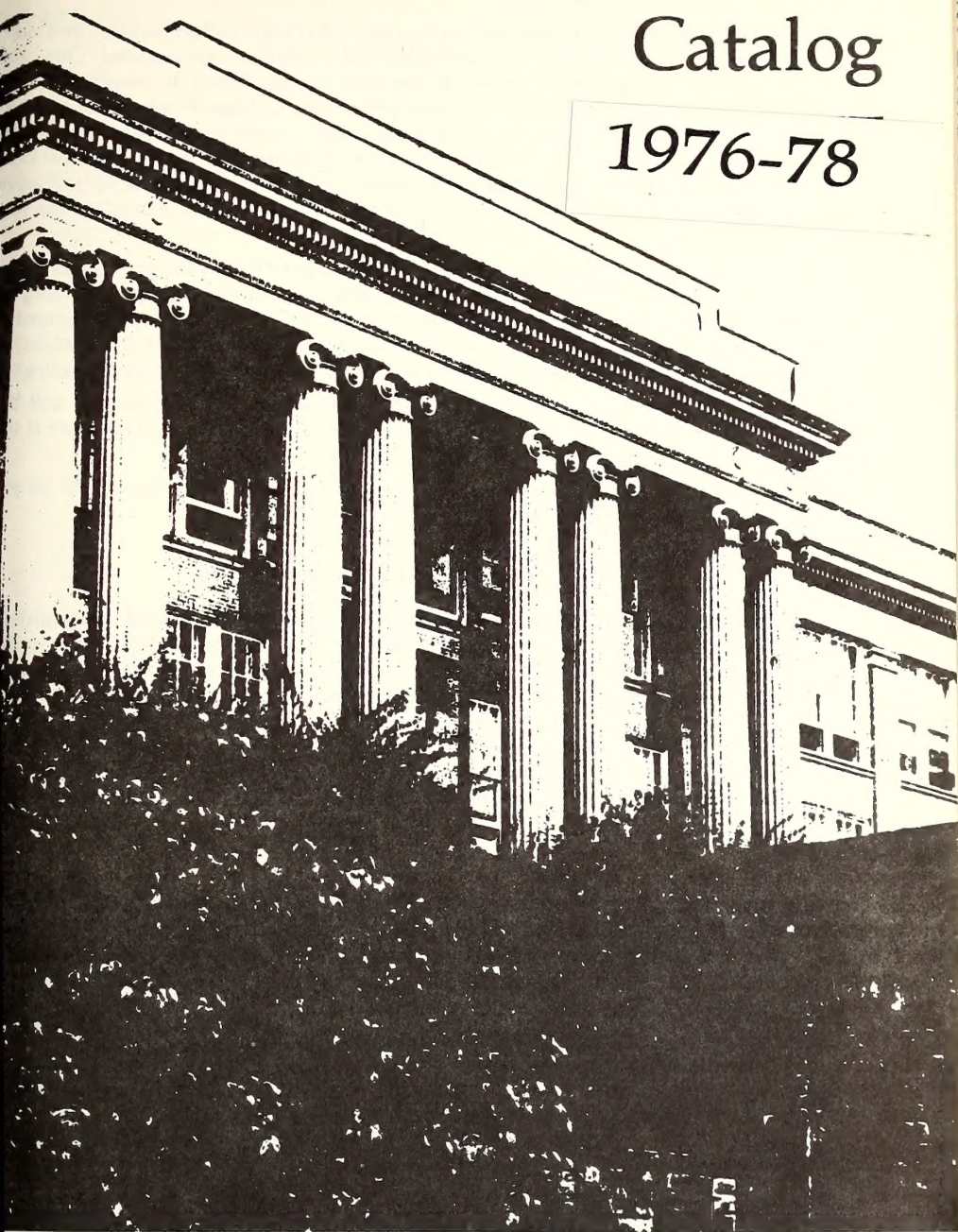
Publicity, Alumni Activities Director of Public Relations
and Alumni Secretary

Visitors

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students, who will notify the College in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.

Fairmont State College Catalog

1976-78



Vol. 100, No. 1

May, 1976

FAIRMONT STATE COLLEGE LIBRARY

Statement of Catalog Policy

It is the responsibility of students to be aware of official college policies and meet all requirements in the catalog. The catalog should be studied and retained. This catalog provides the best possible current information on practices and intentions of the College. While no major changes are anticipated, the College reserves the right to change provisions or requirements at any time. Catalog revisions and supplements are issued periodically and may be obtained from the Registrar. Each student should keep informed of current degree, curriculum, and course requirements. The academic advisors and appropriate administrative offices of the College may be consulted for further information.

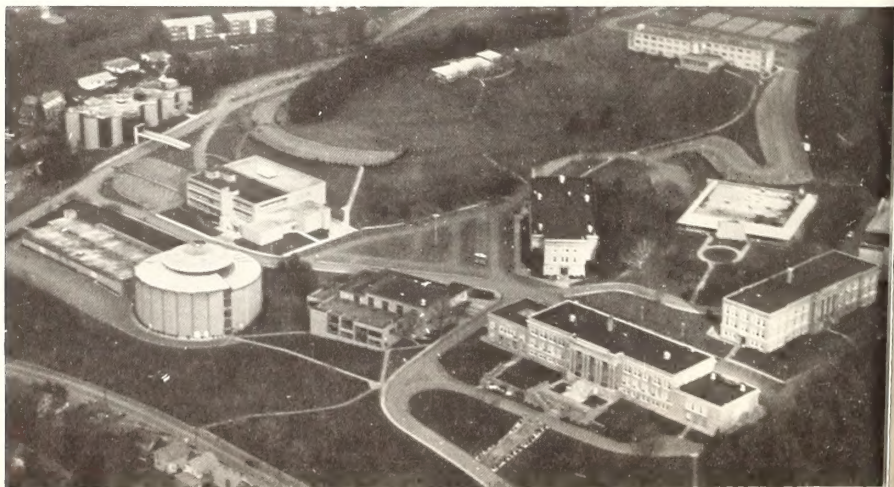
A student who enrolls at Fairmont State College shall follow the provisions of the catalog in use at the time of his admission or any subsequent catalog, providing he adopts all of the subsequent catalog. Transfer students will use the catalog current at the time of their admission to the previous institution, provided that the graduation date would be not more than seven years from the date of first enrollment in college.

Any student who has interrupted his schooling for more than one year will become subject to the provisions of the current catalog. An exception will be made if the interruption is caused by service in the armed forces.

All students seeking readmission as a result of academic suspension will be enrolled under the current catalog.

Policy on Equal Opportunity

Fairmont State College adheres in practice to the principles of **equal opportunity, affirmative action and Title IX** which require that there shall be no differences in the treatment of persons because of race, religion, color, sex, age, or national origin, and that access to facilities shall be available to all. This principle is applicable in the admission of students, all financial assistance and in their academic pursuits. It also is applicable in college-owned housing, in food services, extracurricular activities and all other student services. These principles are also a state policy adhered to by the College in the employment and promotion of faculty and staff and in the employment of students.



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CALENDAR FOR 1976-1977

1976

S M T W T F S

JUNE

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27 28 29 30

JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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DECEMBER

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First Summer Term 1976

June

7 Monday Registration
8 Tuesday Classes begin
11 Friday Last day for registration
and/or to add classes
12 Saturday Classes in session
14 Monday Last day for making
application for
summer graduation

July

5 Monday Classes not in session
9 Friday First summer session ends

Second Summer Term 1976

July

12 Monday Registration
13 Tuesday Classes begin
16 Friday Last day for registration
and/or to add classes

August

13 Friday Second summer session ends

Fall Semester 1976

August

22 Sunday Dormitories open 1 p.m.
23-24 Mon.-Tues. Orientation
24 Tuesday Evening Registration
25 Wednesday Registration
26 Thursday Classes begin

September

1 Wednesday Last day for registration
and/or to add classes
6 Monday Labor Day—Classes not
in session
11 Saturday Institutional testing

October

15 Friday Mid-semester reports due
15 Friday Last day for making
application for December
graduation

November

24 Wednesday Thanksgiving recess
begins 5 p.m.
Classes resume 8 a.m.

December

4 Saturday Institutional testing
13-17 Mon.-Fri. Final examinations

Spring Semester 1977

January	
3 Monday	Dormitories open 1 p.m.
3 Monday	Evening Registration
4 Tuesday	Registration
5 Wednesday	Classes begin
12 Wednesday	Last day for registration and/or to add classes
February	
25 Friday	Mid-semester reports due
25 Friday	Last day for making application for May graduation
Feb. 28-Mar.	
4 Mon.-Fri.	Spring vacation, classes not in session
March	
7 Monday	Classes resume 8 a.m.
April	
8 Friday	Good Friday, Classes not in session
23 Saturday	Institutional testing
May	
2-6 Mon.-Fri.	Final examinations
7 Saturday	Commencement 10 a.m.

First Summer Term 1977

June	
13 Monday	Registration
14 Tuesday	Classes begin
16 Thursday	Last day for registration and/or to add classes
17 Friday	Last day for making application for summer graduation
18 Saturday	Classes in session
July	
4 Monday	Classes not in session
15 Friday	First summer session ends

Second Summer Term 1977

July	
18 Monday	Registration
19 Tuesday	Classes begin
22 Friday	Last day for registration and/or to add classes
August	
19 Friday	Second summer session ends

1977

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FEBRUARY

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MARCH

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MAY

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JUNE

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JULY

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S M T W T F S
AUGUST

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SEPTEMBER

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NOVEMBER

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DECEMBER

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JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

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28 29 30 31

Fall Semester 1977

August

28 Sunday Dormitories open 1 p.m.
29-30 Mon.-Tues. Orientation
30 Tuesday Evening Registration
31 Wednesday Registration

September

1 Thursday Classes begin
5 Monday Labor Day—Classes not
in session
8 Thursday Last day for registration
and/or to add classes
10 Saturday Institutional testing

October

21 Friday Mid-semester reports due
21 Friday Last day for making
application for December
graduation

November

23 Wednesday Thanksgiving recess
begins 5 p.m.
Classes resume 8 a.m.

December

3 Saturday Institutional testing
15-21 Thurs.-Fri.
Mon.-Tues.-Wed. Final examinations

Spring Semester 1978

January

2 Monday Dormitories open 1 p.m.
2 Monday Evening Registration
3 Tuesday Registration
4 Wednesday Classes begin
11 Wednesday Last day for registration
and/or to add classes

February

24 Friday Mid-semester reports due
24 Friday Last day for making
application for May
graduation

Feb. 27-Mar.

3 Mon.-Fri. Spring vacation, classes
not in session

March

6 Monday Classes resume 8 a.m.
24 Friday Good Friday—Classes not
in session

April

22 Saturday Institutional testing

May

1-5 Mon.-Fri. Final examinations
6 Saturday Commencement 10 a.m.

DIRECTORY

The Governing Board West Virginia Board of Regents

	Term Expires
Elizabeth H. Gilmore (Mrs.), Charleston	1977
Okey L. Patteson, <i>Secretary</i> , Mt. Hope	1977
Frederick P. Stamp, Jr., Wheeling	1977
Earle T. Andrews, Berkeley Springs.....	1979
Amos A. Bolen, Huntington	1979
Andrew L. Clark, Princeton	1979
F. L. Blair, M.D., Parkersburg.....	1975
Edward H. Greene, <i>Vice President</i>	1981
Albert M. Morgan, <i>President</i> , Morgantown	1981
Daniel B. Taylor, <i>State Superintendent of Schools</i> , Charleston (ex-officio)	
Ben L. Morton, <i>Chancellor</i> , Charleston	

Fairmont State College is a state-supported institution operated under the governance of the West Virginia Board of Regents. The Board consists of nine members appointed by the Governor and confirmed by the Senate. The Chancellor is the chief executive officer of the Board and the chief executive officer of the state system of higher education. The State Superintendent of Schools is an ex-officio non-voting member.



Administration

President, Wendell G. Hardway, Ph.D.
Vice President for Administrative Affairs, William P. Turner, Ph.D.
Vice President for Academic Affairs, William A. Boram, Ph.D.
Dean of Teacher Education, Harry J. Hadley, Ed.D.
Dean of the Community College, Paul E. Edwards, Ph.D.
Dean of Student Affairs, George E. Cannon, M.A.
Registrar and Administrative Assistant, Billy G. Dunn, Ed.D.
Assistant to the Vice President for Academic Affairs, H. Dean Peters, Ph.D.
Director of Admissions and Assistant Registrar, John G. Conaway, M.A.
Director of Library, Robert G. Masters, M.A.
Associate Dean of Student Affairs, Lois M. Laughlin, M.A.
Director of Finance K. Edward Grose, M.A.
Comptroller, Homer W. Cox, B.S.
Director of Student Center and Bookstore, Stanley Groves, M.A.
Director of Student Health Service, Harry C. Fleming, M.D.
Director of Public Relations and Alumni Secretary, Earl N. Straight, M.A.
Coordinator of Black Students, Carl M. Hunt, M.A.
Director of Physical Facilities, Harold P. Lawson
Director of Food Service, Frank Pulice, Jr.
Chief Security Officer, Benny J. Testa
Director of Athletics, Wilford R. Wilson, M.A.
Director of Clarksburg Center, Community College, Robert Stemple, M.A.

Counseling Services

William D. Shaffer, M.A., Counselor Coordinator, Counseling Services
William F. Julian, M.S., Student Affairs Counselor
Marsha Manley, M.A., Student Affairs Counselor
Blair Montgomery, M.A., Student Affairs Counselor
Michele Stump, M.A., Student Affairs Counselor

Computer Center

Edward E. Bock II, M.S.E.E., Director
George Tilko, B.S., Assistant Director

Learning Resource Center

Charles M. Manly, M.A., Director
Robert Moffett, B.S., Technician

Library

Robert G. Masters, Director of Library
Mary A. Hupp, Coordinator, Library Science and Assistant Reference Librarian
Marsha L. Nolf, Assistant Cataloger
Ruth Ann Powell, Technical Services Librarian
Janet S. Salvati, Public Services Librarian
Jerry D. Saye, Cataloger
Jean E. Simonof, Periodicals Librarian

Foundations Program

Elizabeth Balser, Ed.D., Director

Academic Structure

DIVISION OF COMMERCE, Edgar N. Jaynes, M.B.A.

Business Administration

Economics

Business Education

DIVISION OF EDUCATION, Glennis Cunningham, Ed.D.

Elementary Education

Secondary Education and

K-12 Education

Early Education

Special Education

DIVISION OF FINE ARTS, Richard P. Wellock, M.A.

Art

Speech

Music

Drama

DIVISION OF HEALTH, PHYSICAL EDUCATION, RECREATION, AND SAFETY, David R. Bohnke, Ph.D.

DIVISION OF LANGUAGE AND LITERATURE, Byron Jackson, Ph.D.

English

Journalism

French

Library Science

German

Spanish

DIVISION OF SCIENCE AND MATHEMATICS, William D. Ruoff, Ph.D.

Biology

Mathematics

Chemistry

Physical Science

Geology

Physics

DIVISION OF SOCIAL SCIENCE, Yu San Wang, Ph.D.

History

Political Science

Geography

Psychology

Philosophy

Sociology

DIVISION OF TECHNOLOGY, James A. Hales, Ed.D., Director and Chairman

Technology

Home Economics

COMMUNITY COLLEGE, Paul E. Edwards, Ph.D., Dean

Associate Degree Programs

Certificate Programs

Continuing Education

Off-Campus Education

Off-Campus Centers

FACULTY

- AMOS, RAYMOND E., JR., (1965), *Coordinator, Biology; Professor of Biology; B.S., Fairmont State College; M.S., Ph.D., West Virginia University.*
- ARCURE, MARTIN M., (1968), *Assistant Professor of Physical Education; A.B., Fairmont State College; M.S., West Virginia University.*
- ARNOLD, EUGENE R., (1967), *Professor of Education; A.B., West Virginia State College; M.Ed., University of Cincinnati; Ed.D., University of Pittsburgh.*
- ASHTON, JOHN H., (1970), *Assistant Professor of Music; B.F.A., M.F.A., Carnegie-Mellon University.*
- BALSER, ELIZABETH H., (1971), *Director, Foundations; Associate Professor of English; A.B., M.A., Ed.D., West Virginia University.*
- BATSON, DAVID C., SR. (1969), *Associate Professor of Technology; B.S., M.A., West Virginia University.*
- BAUER, ROBERT, (1971), *Coordinator, Psychology; Associate Professor of Psychology; A.B., University of South Florida; Ph.D., University of Tennessee.*
- BOCK, EDWARD E., II, (1967), *Director, Computer Center; Assistant Professor of Commerce; B.S.E.E., M.S.E.E., West Virginia University.*
- BOHNKE, DAVID R., (1974), *Chairman, Division of Health, Physical Education, Recreation and Safety; Professor of Physical Education; B.S., Slippery Rock State College; M.A., University of Iowa; Ph.D., Ohio State University.*
- BORAM, WILLIAM A., (1963-67; 1970), *Vice President for Academic Affairs; Professor of English; B.A., Glenville State College; M.A., West Virginia University; Ph.D., University of Pittsburgh.*
- BROOKS, JAMES D., (1964), *Associate Professor of Art; B.F.A., M.F.A., University of Iowa.*
- BUNDY, JOSEPH, (1965), *Professor of Health Education; B.S., Fairmont State College; M.S., Ed.D., West Virginia University.*
- BURNS, DORIS W., (1966), *Assistant Professor of Commerce; A.B., Marshall University; M.A., West Virginia University.*
- BURNS, JOAN H., *Adjunct Lecturer MLT, B.A., M.S., West Virginia University.*
- BURNS, RUTH A., (1965), *Assistant Professor of Commerce; A.B., Fairmont State College; M.A., West Virginia University.*
- BYERS, GEORGE F., (1971), *Assistant Professor of English; A.A., Vincennes University; A.B., M.A., Ph.D., Indiana University.*
- CAMERON, ROBERT B., (1972), *Assistant Professor of Psychology; B.S., Lewis and Clark College; M.S., Ph.D., University of Kentucky.*
- CANNON, GEORGE E., (1962), *Dean of Student Affairs; Associate Professor of Psychology; A.B., Fairmont State College; M.A., West Virginia University.*
- CHURCH, SAMUEL M., (1970), *Associate Professor of Psychology; A.B., M.S., Ph.D., West Virginia University.*
- CLARKE, PAUL A., (1967), *Professor of Education; B.S., Mt. St. Mary's College; M.Ed., Ed.D., University of Maryland.*
- CLAYTON, JACK A., *Adjunct Lecturer Coordinator, Law Enforcement, B.A., Fairmont State College*
- CLOVIS, JOHN C., II, (1970), *Assistant Professor of Art; B.S., M.A., West Virginia University.*
- COLEMAN, JAMES E., (1968), *Professor of Chemistry; B.S., M.S., Louisiana State University; Ph.D., Ohio State University.*
- CONAWAY, JOHN, (1971), *Assistant Registrar and Director of Admissions; Instructor of Education; A.B., Fairmont State College; M.A., West Virginia University.*
- COPELAND, MARGARET E., (1952), *Associate Professor of English; B.A., West Virginia University; M.Ed., University of Mississippi.*

- COUSINS, ROSE R., *Adjunct Lecturer*, B.S., West Virginia State College.
- CREASY, WILLIAM D., (1954), *Professor of Biology*; B.S., West Virginia Institute of Technology; M.S., West Virginia University; Ph.D., University of Iowa.
- CROMWELL, JUDY H. (1975), *Instructor of Education*; B.A., West Virginia Wesleyan; M.A., West Virginia University.
- CUNNINGHAM, GLENNIS H., (1972), *Chairwoman, Division of Education, Professor of Education*; B.A., Glenville State College; M.A., Ed.D., West Virginia University.
- DODGE, MARGARET R., (1965), *Assistant Professor of Nursing*, B.S., West Virginia University; M.S., University of Maryland.
- DOOLITTLE, MARGARET T., (1966), *Coordinator, Elementary Education; Professor of Education*; B.A., Glenville State College; M.A., Ed.D., West Virginia University.
- DUMIRE, JANE E., (1966), *Assistant Professor of English and Journalism*, B.A., Bethany College; M.S., West Virginia University.
- DUNLEVY, JAMES O., (1965-69; 1972), *Assistant Professor of Mathematics*; B.A., College of Stubenville; M.A., Arizona State University.
- DUNN, BILLY G., (1956), *Registrar and Administrative Assistant; Professor of Commerce*; B.S., Concord College; M.S., University of Kentucky; Ed.D., West Virginia University.
- DUVALL, HAROLD S., (1952), *Associate Professor of Physical Education*; B.A., Fairmont State College; M.A., Columbia University.
- ECKLES, LARRY E., JR., (1964), *Coordinator, Foreign Languages; Professor of Language and Literature*; B.A., M.A., Western Reserve University; Ph.D., University of Paris.
- EDWARDS, PAUL E., (1967), *Dean of the Community College; Professor of History*; B.A., Willamette University; M.A., Ph.D., American University.
- FISCHER, HERMAN, *Adjunct Lecturer, MLT*, M.D., Hahnemann Medical College.
- FITCH, JOHN R., (1970), *Assistant Professor of Sociology*; B.A., M.A., Syracuse University.
- FITZGERALD, RUSSELL G., (1972), *Associate Professor of Education*; B.S., Frostburg State College; M.A., Ed.D., West Virginia University.
- FORD, ELEANOR M., (1946), *Coordinator, Physics and Physical Science; Professor of Physics*; B.S., M.S., West Virginia University.
- FRIEND, CHARLOTTE T., (1972), *Assistant Professor of Sociology*; B.S., M.S.W., West Virginia University.
- FRYE, ELIZABETH, (1974), *Instructor of Mathematics*; A.A., Potomac State College; B.S., Fairmont State College; M.S., West Virginia University.
- FULDA, MICHAEL, (1971), *Associate Professor of Political Science*; M.A., Ph.D., American University.
- GARNER, CLIFFORD R., (1972), *Assistant Professor of Technology*; B.A., Fairmont State College; M.A., West Virginia University.
- GATRELL, A. STEVEN, (1970), *Associate Professor of History*; B.S., University of Illinois; M.A., West Virginia University.
- GICK, G. ALAN, (1971), *Assistant Professor of Commerce*; B.S., Indiana University of Pennsylvania; M.Ed., University of Pittsburgh.
- GILMER, JERIEL M., (1969), *Associate Professor of Music*; B.M., West Virginia University; M.M., Peabody Conservatory of Music.
- GIVENS, RUTH J., (1965), *Assistant Professor of English*; B.A., Fairmont State College; M.A., West Virginia University.
- GOODWIN, JAMES C., (1971), *Assistant Professor of Technology*; B.S., M.S., West Virginia University.
- GOULD, MARVIN B., (1968), *Assistant Professor of Commerce*; B.S., M.B.A., West Virginia University.
- GRATTAN, ROBERT M., (1970), *Associate Professor of English*; B.A., Duquesne University; M.A., Ph.D., Ohio University.
- GRIMSLEY, BARBARA J., (1965), *Assistant Professor of Nursing Education*; B.S., West Virginia University.

- HADLEY, HARRY J., (1969), *Dean of Teacher Education; Professor of Education*; B.S., Frostburg State College; M.A., Ed.D., West Virginia University.
- HAINES, BILLY L., (1966), *Coordinator, History; Associate Professor of History*; B.A., M.A., Ph.D., West Virginia University.
- HALES, JAMES A., (1964), *Chairman and Director, Division of Technology; Professor of Technology*; B.S., M.A., Kent State University; Ed.D., West Virginia University.
- HALL, ROBERT R., *Adjunct Lecturer, Coordinator, Fire Protection & Safety*, A.B. in Ed., Fairmont State College.
- HARMAN, GLENN A., (1968), *Assistant Professor of Commerce*; A.A., Potomac State College; B.S., Fairmont State College; M.A., West Virginia University.
- HARMISON, SHEILA, (1975), *Instructor of Sociology*; B.A., Fairmont State College; M.S.W., West Virginia University.
- HAYNES, D. STEPHEN, (1970), *Associate Professor of Physics*; B.S., Georgia Tech; Ph.D., Florida State University.
- HERRING, LEWIS H., (1967), *Coordinator, Two-year Programs; Professor of Technology*; B.S., Texas College of Arts and Industries; M.Ed., University of Texas; Ed.D., West Virginia University.
- HESS, MELVA C., (1951), *Coordinator, Home Economics; Professor of Home Economics*; B.A., Fairmont State College; M.S., West Virginia University.
- HILL, LARRY L., (1970), *Assistant Professor of Physical Education*; A.B., Fairmont State College; M.A., West Virginia University.
- HORNE, NANCY L. (1970), *Assistant Professor of Commerce*; B.S., M.Ed., University of Pittsburgh.
- HOYER, JUDITH Y., (1973), *Assistant Professor of Economics*; B.S., Valdosta State College; M.A., Appalachian State University; M.S., Virginia Polytechnic Institute and State University.
- HUNT, CARL M., (1970), *Coordinator, Black Students; Assistant Professor of History*; B.S., Bluefield State College; M.A., West Virginia University.
- HUPP, MARY A., (1972), *Coordinator, Library Science and Assistant Reference Librarian; Assistant Professor of Library Science*; B.A., Fairmont State College; M.A., George Peabody College.
- HUSSEY, JOHN P., (1971), *Associate Professor of English*; A.B., M.A., University of Detroit; Ph.D., University of Florida.
- JACKSON, BYRON K., (1968), *Chairman, Division of Language and Literature; Professor of English*; B.S., Butler University; M.A., University of Miami; Ph.D., University of Florida.
- JAYNES, EDGAR N., (1947), *Chairman, Division of Commerce; Professor of Commerce*; B.A., West Virginia University; M.B.A., Boston University.
- JOHNSON, LOWELL E., (1971), *Associate Professor of Education*; B.S., Concord College; M.A., Ed.D., West Virginia University.
- JONES, MARILYN D., (1966), *Associate Professor of English*; B.A., Fairmont State College; M.A., West Virginia University.
- JOSHI, TULASI R., (1972), *Associate Professor of Geography*; B.A., Tribhuvan College; M.A., Tribhuban University; M.A., University of Hawaii; Ph.D., University of Pittsburgh.
- KERR, WILLIAM H., (1963), *Assistant Professor of Physical Education*; B.A., Fairmont State College; M.A., West Virginia University.
- KING, JOHN W., (1968), *Associate Professor of English*; B.A., St. John Vianney; B.S., College of Steubenville; M.A., University of Notre Dame.
- KLEIN, SISTER RUTH, *Adjunct Lecturer, MLT*, B.A., Alverno College.
- KOPPEL, DONALD M., *Adjunct Lecturer, MLT*, M.D., University of Illinois Medical School.
- KUPREANIK, RICHARD, (1975), *Instructor of Technology*; A.B., Fairmont State College; M.Ed., University of Maryland.

- LARRY, JOSEPH, (1974), *Instructor of Sociology*; B.S., M.S.W., West Virginia University.
- LARUE, JAMES A., (1954), *Coordinator, Mathematics; Professor of Mathematics*; B.A., M.S., West Virginia University; Ph.D., University of Pittsburgh.
- LAUGHLIN, LOIS, (1970), *Associate Dean of Student Affairs; Assistant Professor of Education*; B.A., Fairmont State College; M.A., West Virginia University.
- LAUGHLIN, WILLIAM M., JR., (1966), *Associate Professor of Commerce*; B.A., College of William and Mary; M.A., University of Cincinnati.
- LENGEL, RICHARD R., (1966) *Associate Professor of History*; B.A., M.A., Sul Ross State College.
- LEONARD, LOY W., (1956), *Assistant Professor of Technology*; B.A., Fairmont State College; M.A., West Virginia University.
- LIDELL, EMIL R., (1972), *Assistant Professor of Sociology*; B.S., Indiana State College; M.A., SUNY at Buffalo.
- LIU, YUAN, (1975), *Assistant Professor of Technology*; B.Ed., National Taiwan Normal University; M.Ed., University of Alberta; M.Ed., National Chaenchi University; Ph.D., Iowa State University.
- LIVENGOOD, CATHY, (1973), *Instructor in Nursing*; B.S., Alderson-Broadbush College.
- LOUGH, JO ANN, (1955), *Coordinator, Speech and Dramatics; Assistant Professor of Speech and Dramatics*; B.A., Fairmont State College; M.A., West Virginia University.
- MAHANEY, STEPHEN J., (1971), *Instructor in Physical Education*; B.S., M.A., University of Maryland.
- MALONEY, FRANCES L., (1962), *Associate Professor of Safety Education*; B.A., Fairmont State College; M.S., West Virginia University.
- MANLY, CHARLES G., II, (1968), *Director, Learning Resource Center; Assistant Professor of Radio and Television*; B.A., Salem College; M.A., West Virginia University.
- MASTERS, ROBERT G., (1960-66; 1971), *Librarian; Assistant Professor of Library Science*; B.S., West Virginia University; M.A., George Peabody College.
- MCCORMICK, CHARLES H., (1970), *Associate Professor of History*; B.A., Kent State University; M.A., Yale University; Ph.D., American University.
- McCUTCHEON, GARY L., (1968), *Assistant Professor of Physical Education*; A.B., Fairmont State College; M.A., West Virginia University.
- McDOWELL, EMILY, (1973), *Instructor of Nursing*; B.S., Indiana University.
- McLAUGHLIN, EARL G., (1967), *Professor of Education*; B.A., Glenville State College; M.A., Ed.D., West Virginia University.
- MICHNA, ADAM F., (1969), *Assistant Professor of Biology*; B.A., Fairmont State College; M.A., West Virginia University.
- MILLER, MARTHA L., (1964), *Director of Nursing Education; Professor of Nursing Education*; B.S.N., University of North Carolina; M.S., Case-Western Reserve University; Ed.D., Columbia University.
- MOERK, ALICE A., (1969), *Professor of Music*; B.M., Carthage College; M.F.A., Ohio University; Ph.D., West Virginia University.
- MOFFA, DAVID J., *Adjunct Lecturer, MLT*, Ph.D., West Virginia University.
- MOODY, FRANCES, (1962), *Associate Professor of Music*; B.A., Concord College; M.A., Columbia University.
- MORGAN, ANNE BLAIR, (1972), *Instructor of English*; B.A., Fairmont State College; M.A., West Virginia University.
- MORGAN, MARY ELINOR, (1965), *Assistant Professor of History*; B.A., M.A., West Virginia University.
- MOROOSE, DONALD A., (1969), *Associate Professor of Education*; B.A., Fairmont State College; M.S., Ed.D., West Virginia University.
- NAEGELE, ORVILLE D., (1960), *Associate Professor of Geology*; B.S., M.S., University of Cincinnati.

- NAILLER, BARBARA E., (1966-69; 1970), *Associate Professor of Education*; B.S., *Adrian College*; M.A., Ed.D., *West Virginia University*.
- NELSON, CARL W., (1971), *Associate Professor of English*; B.A., M.A., Ph.D., *SUNY at Binghamton*.
- NEPTUNE, MARLYN G., (1966), *Assistant Professor of Physical Education*; B.S., M.S., *West Virginia University*.
- NESSERROAD, JOANNA S., (1971), *Associate Professor of Home Economics*; B.S., M.S., *West Virginia University*.
- NEWCOME, MILDRED M., (1966), *Associate Professor of English*; B.A., M.A., *West Virginia University*.
- NOLF, MARSHA L., (1972), *Assistant Cataloger; Instructor of Library Science*; B.A., *Waynesburg College*; M.L.S., *University of Pittsburgh*.
- NUNNALLY, THOMAS M., (1972), *Assistant Professor of Technology*; B.S., *West Virginia University*; M.A., *Duquesne University*.
- NUTTER, BARBARA F., (1964), *Assistant Professor of English*; B.A., *Fairmont State College*; M.A., *West Virginia University*.
- O'BRIEN, MARGUERITE, (1975), *Instructor of Medical Technology*; B.S., *Wheeling College*; M.T., *St. Mary's Hospital Medical Technology School*.
- O'DELL, BETTY J., (1970), *Associate Professor of Speech and Dramatics*; A.B., M.A., *West Virginia University*.
- O'DELL, NANCY A., (1972), *Instructor of Nursing*; B.S., *West Virginia University*.
- OLIVERIO, MARY LOU, (1975), *Instructor of Physical Education*; B.S., *Alderson-Broadus College*; M.S., *West Virginia University*.
- OVERKING, MICHAEL M., (1968), *Assistant Professor of Speech and Dramatics*; B.A., *Fairmont State College*; M.A., *Ohio University*.
- PEARSE, RONALD D., (1968), *Assistant Professor of Psychology*; B.A., *Fairmont State College*; M.A., *West Virginia University*.
- PETERS, HAROLD D., (1968), *Assistant to the Vice President for Academic Affairs; Associate Professor of History*; B.A., *Marshall University*; M.A., Ph.D., *West Virginia University*.
- PETRO, FLORA R., (1964), *Coordinator, Business Education; Assistant Professor of Commerce*; B.A., *Fairmont State College*; M.A., *West Virginia University*.
- PHEASANT, JOHN L., (1969), *Associate Professor of Technology*; B.S., B.A., *Fairmont State College*; M.A., *West Virginia University*.
- PHILLIPS, WALTER F., (1966), *Associate Professor of Technology*; B.A., *Fairmont State College*; M.A., *West Virginia University*.
- PHILLIPS, WILLIAM E., JR., (1966), *Professor of Education*; B.A., *Fairmont State College*; M.A., Ed.D., *West Virginia University*.
- POE, ELMER C., (1974), *Instructor of Technology*; B.S., *Fairmont State College*; M.S., *Eastern Kentucky University*.
- POSTON, CHARLES D., (1969), *Associate Professor of English*; B.A., *Lamar State College*; M.A., *University of Texas*; Ph.D., *University of Oklahoma*.
- POTTER, WILLIAM M., (1970), *Assistant Professor of Commerce*; B.S., *East Tennessee State University*; M.A., *Memphis State University*.
- POWELL, RUTH A., (1966), *Technical Services Librarian; Assistant Professor of Library Science*; A.B., *Fairmont State College*; M.L.S., *Kent State University*.
- PRIESTER, HARRY G., (1967), *Coordinator, Secondary Education; Professor of Education*; B.S., M.A., Ed.D., *West Virginia University*.
- PRITCHETT, WILLIAM H., (1967), *Professor of Biology*; B.S., *Davidson College*; Ph.D., *University of Virginia*.
- PUDSELL, F. DAVID, (1968), *Associate Professor of History*; B.A., *Tusculum College*; Th.B., *Pittsburgh Theological Seminary*; M.A., *Indiana University*.
- PULSIFER, JACK R., (1965), *Associate Professor of History*; B.A., *Lamar State College*; M.A., *Northwestern University*.

- RADCLIFF, JUDITH, (1969), *Assistant Professor of Home Economics*; B.S., West Virginia University; M.S., University of Maryland.
- REINHARDT, ROBERT M., (1971), *Associate Professor of Political Science*; B.A., Anderson College; M.Div., Graduate School of Religion, Anderson College; M.A., Ball State University; Ph.D., West Virginia University.
- RETTON, JOSEPH, JR., (1963), *Assistant Professor of Physical Education*; B.A., Fairmont State College; M.A., West Virginia University.
- RICH, JIM, *Trainer Coordinator, EMS*, B.S., Fairmont State College.
- RICHARDSON, RAYMAN, (1971), *Associate Professor of Physical Science*; A.B., Central Methodist College; M.S.T., University of Missouri; Ph.D., Ohio State University.
- ROWE, MELANIE J., (1971), *Assistant Professor of Mathematics*; A.B., Fairmont State College; M.A., University of Pittsburgh.
- RUOFF, WILLIAM D., (1966), *Chairman, Division of Science and Mathematics; Professor of Chemistry*; B.S., Albright College; M.S., Ph.D., University of Delaware.
- RYAN, PATRICIA P., (1966), *Associate Professor of Political Science*; B.A., American University at Cairo; M.A., Ph.D., West Virginia University.
- SALVATI, JANET S., (1967), *Public Services Librarian; Assistant Professor of Library Science*; A.B., Fairmont State College; M.L.S., University of Pittsburgh.
- SANDOZ, JOLI ANN, (1975), *Instructor of Recreation*; B.A., Portland State University; M.A., Brigham Young University.
- SANSALONE, FRANK V., (1962), *Instructor of Commerce*; B.S., Fairmont State College; J.D., West Virginia University.
- SAYE, JERRY D., (1971), *Cataloger; Instructor in Library Science*; B.S., Wisconsin State University; M.L.S., University of Pittsburgh.
- SCHAUPP, FRED W., (1970), *Associate Professor of Commerce*; B.B.A., University of Pittsburgh; M.B.A., Ed.D., West Virginia University.
- SCHNEIDER, WILLIAM J., (1962), *Associate Professor of Mathematics*; B.A., Fairmont State College; M.S., West Virginia University.
- SCHOOLEY, JOHN H., (1970), *Associate Professor of Music*; B.S., Mansfield State College; M.M., East Carolina University.
- SCOTT, CAROL S., (1971), *Assistant Professor of Nursing Education*; B.S., Alderson-Broadus College; M.A., West Virginia University.
- SHAFFER, WILLIAM D., (1966), *Coordinator, Counseling Services; Assistant Professor of Psychology*; B.A., Fairmont State College; M.A., West Virginia University.
- SHAN, ROBERT K., (1969), *Professor of Biology*; B.S., Taiwan Normal University; M.S., University of British Columbia; Ph.D., Indiana University.
- SHERREN, DAVID C., (1968), *Assistant Director, Division of Technology; Professor of Technology*; B.S., M.S., Ed.D., West Virginia University.
- SIMONOF, JEAN E., (1967), *Periodicals Librarian; Assistant Professor of Library Science*; B.F.A., Moore College of Art; M.L.S., University of Pittsburgh.
- SKAGGS, RUTH MARIE, (1967), *Assistant Professor of Home Economics*; B.S., M.S., West Virginia University.
- SLAGLE, SCOTT, *Trainer Coordinator, EMS*, B.S., West Virginia University.
- SMIGOCKI, STEPHEN, (1972), *Assistant Professor of Art*; B.A., M.A., University of Maryland; Ph.D., Florida State University.
- SMITH, EDWARD E., (1975), *Assistant Professor of Music*; B.S., Concord College; M.A., West Virginia University.
- SNYDER, R. BARRY, (1967), *Coordinator, Art; Associate Professor of Art*; B.A., Southwestern College at Memphis; M.F.A., University of Mississippi.
- SNYDER, SUZANNE T., (1962), *Assistant Professor of Speech and Dramatics*; B.A., Fairmont State College; M.A., University of Pittsburgh.

- SONNENSHEIN, RICHARD A., (1971), *Professor of English*; B.S., Marquette University; M.A., DePaul University; Ph.D., Northwestern University.
- STEWART, JOAN, (1973), *Instructor of Commerce*; B.S.B.A., M.B.A., West Virginia University.
- SWANSON, ALLAN L., (1972), *Assistant Professor of Technology*; B.S., M.S., West Virginia University.
- SWANSON, CHARLES H., (1969), *Associate Professor of Speech and Dramatics*; B.A., MacAlester College; M.A., Colorado State College.
- SWEENEY, CHRISTIANE B., (1970), *Assistant Professor of French*; B.A., M.A., West Virginia University.
- SWIGER, ELIZABETH D., (1956), *Professor of Chemistry*; B.S., M.S., Ph.D., West Virginia University.
- TARLEY, SALLY, (1974), *Instructor of Secretarial Science*; A.B., Glenville State College.
- TEAHAN, JOHN MICHAEL, (1967), *Associate Professor of English*; B.A., Manhattan College; M.A., Columbia University.
- THOMPSON, WILLIAM R., (1971), *Assistant Professor of Technology*; B.S., M.Ed., Millersville State College.
- TURNER, JAMES L., (1969), *Associate Professor of Chemistry*; B.S., M.S., West Virginia University.
- TURNER, WILLIAM P., (1955-70; 1974), *Vice President for Administration; Professor of History*; B.A., M.A., Ph.D., West Virginia University.
- VANHORN, JOANNE, (1966), *Associate Professor of History*; B.A., M.A., Marshall University.
- VEASEY, MARILEE H., (1966), *Assistant Professor of Speech and Dramatics*; B.A., Fairmont State College; M.A., West Virginia University.
- WANG, YU SAN, (1968), *Chairman, Division of Social Sciences; Professor of Political Science*; B.A., Concord College; M.A., University of Massachusetts; Ph.D., University of Pennsylvania.
- WARD, JEAN E., (1969), *Assistant Professor of Physical Education*; B.S. M.Ed., Frostburg State College.
- WARDIAN, W. RICHARD, (1970), *Assistant Professor of History*; B.A., Thiel College; M.A., Kent State University.
- WEBER, DANIEL K., (1969), *Assistant Professor of Speech and Dramatics*; B.A., Fairmont State College; M.A., West Virginia University.
- WEEMS, CHARLES W., (1968), *Associate Professor of Biology*; B.S., M.A., East Tennessee State University; Ph.D., West Virginia University.
- WELLOCK, RICHARD P., (1960), *Chairman, Division of Fine Arts; Associate Professor of Music*; B.S., Southwest Missouri State University; M.A., Columbia University.
- WHITE, CRAIG C., (1967), *Coordinator, Sociology; Associate Professor of Sociology*; B.A., Bethany College; M.A., West Virginia University.
- WHITEMAN, RICHARD, (1966), *Associate Professor of Technology*; B.S., West Virginia University; M.A., Duquesne University.
- WILLARD, MARGARET, (1949), *Associate Professor of Education*; B.A., Fairmont State College; M.A., West Virginia University.
- WILLS, JACK C., (1971), *Professor of English*; B.S.F., West Virginia University; M.A., Ph.D., University of Delaware.
- WILSON, WILFORD R., (1939), *Director of Athletics; Associate Professor of Physical Education*; B.A., Fairmont State College; M.A., Columbia University.
- YOUNG, JAMES R., (1967), *Associate Professor of Geography*; B.S., Morris Harvey College; M.S., Marshall University.
- ZIVKOVIC, PETER D., (1969), *Associate Professor of English*; B.S., M.A., University of Illinois.

RETIRED FACULTY

Jean C. Cavanaugh, Ph.D., *English*
Edmund E. Collins, Ed.D., *Physical Science*
Galen F. Duling, M.A., *Associate Dean for Teacher Education*
Fred B. Edgell, Ph.D., *English*
Eston K. Feaster, Ed.D., *President*
A. Neil Frye, M.A., *Associate Dean for Student Affairs*
Wayne T. Gray, Ph.D., *Sociology*
Dwight Fowler, M.Ed., *Technology*
Gertrude Hall, M.A., *Home Economics*
Cleo D. Haught, M.S., *Chemistry*
Clifford R. House, Jr., M.Ed., *English*
Aileen Lucas, B.S.L.S., *Assistant Librarian*
M.E. McCarthy, M.A., *Mathematics*
Pearl S. McCarty, Ed.D., *English*
Clora Marple, M.A., *Education*
Paul F. Opp, Ped.D., *English*
Woodrow A. Potesta, J.D., *Commerce*
Louise M. Pease, Ph.D., *History*
Lillian L. Rhodes, M.A., *Art*
Jean E. Richmond, M.A., *Home Economics*
Josephine L. Rosier, B.S.L.S., *Librarian*
Philip H. Schultzbank, M.S., *Commerce*
Francis Shreve, Ph.D., *Education*
Earl N. Straight, M.A., *Journalism and Director, Public Relations*
Leo R. Taggart, D.Ed., *Education*
Marjorie Tate, M.A., *English*
J. Martin Taylor, Ed.D., *Education*
George H. Turley, M.A., *Speech and Drama*
Lawrence A. Wallman, M.A., *Speech and Drama*
Nelle E. Walters, M.A., *Physical Education*
Bart Watson, M.A., *English*
Kenneth G. Weihe, Ph.D., *English*
Stark A. Wilmoth, M.A., *English*
Kenneth G. Wise, M.A., *Technology*
Paul V. Yost, M.A., *Administrative Dean*

AN INTRODUCTION

The College

Fairmont State College, a coeducational institution offering one-year certificates, two-year associate and four-year bachelor degrees as well as a wide-ranging continuing education and community service classes, is the largest of the West Virginia state colleges—largest in numbers of total full time enrollment and largest in number of annual graduates. With a student body that has tripled in size in the last ten years, the college has shown a steady growth in the numbers of students and the geographic area it serves and in the programs and facilities available. Addition of Fairmont Community College as a unit of Fairmont State College is further evidence of continuing progress and traditional service to the community, region and state.

An extensive building program has produced the Fine Arts and Technical-Education Building. Hunt-Haught Science Hall, expansion of the Student Center and renovation of the Administration Building. An addition to the Library more than doubled its size in 1973. Presently under construction is site development for a new field house and health and physical education building providing space for sports and spectator events as well as a modern and well-equipped teaching facility.

In addition to emphasis on modern facilities, Fairmont State College has preserved and honored its traditions. A one-room school museum on the campus recalls the days when the college served as private teacher training school which began in 1865. It became a state supported normal school in 1867; seventy-six years later, in 1943, it was authorized to offer bachelor of arts and bachelor of science degrees.

Academic excellence and personal growth and fulfillment, the principal purposes of the college, are complemented by active fine arts, publications and sports programs. Year-round contemporary film, lecture and music series are important parts of the social and cultural calendar.

The college's 80-acre campus with its twelve major buildings is beautifully located on a hill overlooking Locust Avenue, Route 19, in Fairmont, West Virginia. Approximately ninety miles south of Pittsburgh on Interstate 79, Fairmont, with a population of about 27,000, is the county seat of Marion County, center of the coal industry of northern West Virginia and operating headquarters of large coal, utility and manufacturing concerns.

Philosophy and Objectives

Fairmont State College, an undergraduate institution operating under the authority of the West Virginia Board of Regents, is governed by its president with the aid and advice of its Advisory Board, Citizens Advisory Council, administrators, Faculty Senate, and Student Government.

Offering courses of study leading to baccalaureate degree in the humanities, social and natural sciences, teacher education, business, industrial technology, and fine arts, the College also conducts programs of career-technical education and grants one-year certificates, the degrees of Associate in Arts, Associate in Science, or Associate in Applied Science after two years of study. Pre-professional study is available in several fields, including medicine, dentistry, law and pharmacy.

Fairmont State College considers that its broad objective is to educate its students as intelligent and productive persons, capable of participating in and understanding the world of the twentieth century. Accordingly, the College seeks to provide a suitable environment for free and responsible inquiry into the nature, sources and impli-

cations of human knowledge and culture; and it challenges students to promote their own intellectual, social and personal development.

The College faculty serves this objective by guiding students in acquiring knowledge and by maintaining a dialogue with them. The College fully supports the ideal of a well-educated society and upholds the academic freedom of its faculty and students, confident that the best interests of the community are served when the search for truth is imaginative and vigorous.

The College follows a liberal policy of student admissions and believes that it can help highly-motivated students to overcome many deficiencies in their academic preparation. Because academic standards are high, the Fairmont State College degree represents a level of achievement respected throughout the nation.

The College has a traditional interest in preparing teachers for public schools in West Virginia as well as in other states. Recognizing the importance of able teachers to a progressive society, it requires outstanding academic performance of its teacher candidates and offers them sound professional training for elementary and secondary teaching.

Drawing many students from its immediate vicinity, the College welcomes the enthusiastic support it receives from Fairmont and surrounding areas. In return it participates actively in community projects, shares its programs and facilities with the public and serves the community as a center of information and culture.

Specifically, the mission of Fairmont State College is to provide programs needed by those in its geographic service area, to the extent permitted by its financial and human resources and its assigned role in the state's system of public higher education. This mission is accomplished by meeting these objectives:

- offering a broad range of traditional baccalaureate degree programs in the arts and sciences, teacher education and business administration.
- providing through the Community College component a variety of career-technical programs of two years duration or less.
- providing opportunities for occupationally oriented baccalaureate study through expansion of existing industrial technology programs and the development of additional career-related curricula.
- bringing selected college study opportunities into communities in the college's service region through the use of the mass media, regional educational centers, external degree programs and other forms of non-traditional study.
- encouraging a broad segment of the populace, including various age groups and the economically deprived, to avail themselves of educational opportunities.
- serving the greatest number of students by holding college costs at the lowest possible level and providing financial support to those who need it to gain equal access to higher education.
- relating the breadth of the curriculum to the availability of appropriate employment opportunities and the need of business, industrial and public service agencies in the College's service area.
- offering continuing education programs to provide career updating, cultural enrichment and personal skill development.
- providing advisory, counseling and placement services to enable students to make satisfactory decisions about academic and personal problems and to make successful career and employment choices.

offering a variety of cultural, recreational and social activities to complement academic pursuits.

Accreditation

Of great importance to the reputation of a college is how it ranks scholastically with other colleges. Accreditation means that a college has been carefully evaluated and approved in its governance, in each curriculum, in the quality of its faculty, in the adequacy of facilities, library, equipment, and laboratories.

To assure its stature and academic excellence, a college obtains accreditation from both regional and national agencies and joins certain accrediting organizations.

Fairmont State College is fully accredited by its accrediting associations—the North Central Association of Colleges and Secondary Schools, the National Council for Accreditation of Teacher Education, and the West Virginia Board of Education.

The College is also a member of the American Association of Colleges for Teacher Education, the American Association of State Colleges and Universities, the American Association of Community and Junior Colleges, American Council on Education, National League for Nursing, American Library Association, West Virginia Library Association and West Virginia Press Association.



ADMISSION

GENERAL ADMISSION PROCEDURE

All students desiring admission to Fairmont College, whether directly from high school or as transfer students from another college or university or other, must file an application for admission and submit a health record on forms provided by the Director of Admissions. All correspondence relative to admission and all credentials in support of an application must be on file at least two weeks prior to the opening of a semester or term.

All credentials submitted in support of an application for admission become the property of the College and will not be returned to the student. Such credentials include an official transcript of high school or college grades, an application for admission and a health record. The prospective student is responsible for the submission of all necessary forms and records in support of an application for admission.

Admission is for one semester or term and may be used only for that time. If the student fails to register during the semester or term for which he has been admitted, he must file another application if he desires admission at a later date.

Any student admitted upon the basis of false and/or incomplete credentials will be subject to immediate dismissal from the college.

Admission does not guarantee housing. Separate applications for dormitory space must be submitted to the Office of Students Affairs.

Any changes in local addresses of any student at Fairmont State College must be reported to the Registrar within a reasonable time.

All local addresses must be complete including the address of a student's landlord.

Admission will be in one of the following categories:

1. Fairmont State College—four-year Baccalaureate Degree objectives.
2. Fairmont Community College—one- or two-year Certificate or Associate Degree objectives.
3. Continuing Education—community service courses and special students with no degree objective.

FAIRMONT STATE COLLEGE

Admission Requirements

The following admission requirements are minimal. Admission to the college does not necessarily guarantee admission to specific programs.

Graduates of approved high schools are eligible if they rank in the upper three-fourths of their graduating classes.

Graduates of approved high schools who rank in the lower quarter of their graduating classes may be admitted provided they have attained a composite standard score of 14 or above on the American College Test.

Graduates of approved high schools who have served in the nation's military forces for a period of at least one year will be admitted irrespective of either their high school graduation class rank or their ACT scores.

Admission of Talented High School Students

Outstanding high school students may be admitted either in the summer following completion of their junior year in high school or on a part-time basis during their senior year in high school if they meet the following criteria:

1. Have completed the junior year of the college-bound curriculum of his high school.
2. Have a B-plus, or better, average on high school subjects in the college-bound curriculum.
3. Have the recommendation of the high school principal.
4. File an application for admission and submit transcripts of high school work.
5. Pay regular college fees.

The credit earned under this arrangement is college credit and will be "stored" here and granted to the student when he enrolls in college.

To qualify for English classes taught in high schools, seniors must have the same potential as Fairmont State College freshmen given advanced standing in English (see *ADVANCED STANDING*, page 32). In estimating student potential, counselors can—at their own discretion—apply a number of evaluation tools. They can use, for example, the State-County Testing Educational Development Series to determine the approximate percentile rank of a senior who has not yet taken the ACT. Should the student enroll in another college, a transcript of the work will be forwarded to that institution. The decision as to whether advance standing credit is granted is, of course, left to the discretion of the receiving institution.

This program is not designed to interfere with the regular high school program. Rather, it affords an opportunity for superior students to accelerate their training if they so desire.

Admission by G.E.D. Test

Non-high school graduates may be admitted by completing the General Education Development Test. They must be veterans, persons over 19 years of age, or persons past the age they would have been had they remained in high school until they graduated. Such persons must have been out of school more than one year preceding application for examination. They will be admitted to Fairmont State College if they attain a standard score of 40 on each of the five parts of the General Education Development Test or an average standard score of 50 or above on the entire test. Such students must have no severe character or health defect. G.E.D. scores must be sent directly to the Director of Admission from USAFI or from the testing center.

FAIRMONT COMMUNITY COLLEGE

Open admission to graduates of approved high schools or completion of the G.E.D. test equivalent (does not guarantee admission to specific programs).

CONTINUING EDUCATION

Open admission. Students may complete up to 15 hours of college credit (excluding Community Service courses) with Continuing Education admission.

FOREIGN STUDENTS (MISCELLANEOUS)

To be admitted, a foreign student must demonstrate proficiency in written and spoken English. Such proficiency can be established by the successful completion of the Test of English as a Foreign Language, administered by the Education Testing Service of Princeton, New Jersey, 08540. Information concerning this test can be secured through U. S. Embassies and Consulates throughout the world or by writing to TOEFL, 1755 Massachusetts Avenue, N.W., Washington, D.C. 20036.

The applicant must provide proof of adequate financial support. Such proof normally consists of a letter from an appropriate governmental or bank official showing that he has sufficient funds to defray the cost of his education while attending Fairmont State College and that these funds will be available to him in this country.

The applicant must also file an application for admission, a health form, and an official transcript of all academic credits and grades. The transcript must be sent by the institution last attended. The application for admission may be secured by writing to the Director of Admission, Fairmont State College, Fairmont, West Virginia, 26554.

Admission of Transfer Students

Any applicant for admission to Fairmont State College who has attended another institution of collegiate rank will be classified as a transfer student, whether he has earned credit or not. The college does not, under any condition, disregard college level earned elsewhere. Advance standing credit will not be granted for credit designated as occupational or non-transferable by the institution attended. Credit earned at other accredited colleges and universities will be allowed toward a degree if applicable. Transfer students should attach course descriptions (from catalog of former college or university) for all earned credit.

To be admitted unconditionally as a transfer student, one must meet the entrance requirements of Fairmont State College, must present evidence that he is in good standing in every respect at the institution last attended, and ordinarily must have maintained a 2.0 (C) or better average on all college work previously attempted. Students who have been dismissed for academic or social reasons will not be eligible for unconditional admission.

Applications of students who do not meet the requirements for unconditional admission are considered on an individual basis by the Admission and Credits Committee. Factors such as quality of high school work, test scores, maturity, military service, work experience, length of time out of school, size of quality point deficiency, etc. are weighed and, if warranted, probationary admission may be granted.

Transfer credits are posted on the permanent record as received. All grades received by a transfer student in the college or colleges which he has previously attended must be included in the calculation of his quality point average even though some of the grades do not represent courses for which credit can be granted. Grades earned in other institutions shall not be used to make up a deficit of quality points in this institution.

To be official, a transcript must come directly from the issuing institution and must bear the official seal of the institution, and the manual signature of the proper authority. The transcript should show the descriptive title of the courses, the year in which the work was done, the number of credits, and the grades. Transcripts, when accepted, become the permanent property of the college and will not be returned to the student. Such transcripts should be sent at least two weeks prior to the opening of the semester or term.

The American College Test

Fairmont State College requires the American College Test (ACT) of all degree objective and certificate applicants for admission. Scores on this test are used in placing students in English and Mathematics, for applicants for scholarships and loans and in the academic counseling program. High school students are urged to take the test during their senior year. Financial aid applicants should take the test either in August prior to the beginning of the senior year, or on the October or December dates.

Advanced Placement

Advanced placement and/or credit will be granted to entering freshman students who have qualified on the basis of the tests of the Advanced Placement Program of the College Entrance Examination Board. Scores of three, four, or five are required.

Physical Examination

Physical Examinations are not required for admission to Fairmont State College, but students pursuing a degree in teacher education are required to have a physical examination by their personal physician. Physical examination forms will be sent to the students to permit sufficient time for their completing the physical examinations before reporting for the fall semester. Students should submit forms directly to the Division of Education.

Pre-registration

All freshmen and transfer students, upon receipt of complete application and admission, will be pre-registered by mail during the summer preceding fall enrollment.

A pre-registration period for regularly enrolled students is scheduled each semester. The purpose of pre-registration is to insure students adequate schedules. All students should pre-register if they plan to re-enroll for the following semester or term.

Registration

At least two weeks prior to registration day an official transcript must be filed in the Director of Admissions for each incoming freshman and each transfer student.

All students are expected to complete registration on the days designated for this purpose at the beginning of each semester or term. While all students are expected to register on time, late registration periods are permitted within prescribed limits as set forth in the schedule. Late registration fees are assessed in accordance with the fee schedule cited under Special Fees.

Credit From a Junior or Community College

The maximum credit accepted from a Junior or Community College accredited by the North Central Association of College and Secondary Schools or other regional accrediting association will not exceed 72 semester hours. No more than 64 semester hours may be accepted from junior or community colleges which are not regionally accredited. No credit will be allowed for courses completed in a junior or community college subsequent to attainment of junior or higher rank by the student.

Non-resident or Off-campus Credit

One hundred (100) semester hours of the 128 required for graduation shall be completed in regularly scheduled campus courses. The 28 hours of permissible non-residence courses may be earned by extension, home study (correspondence), radio, television, special examination and/or military service. Credit earned in home study will be accepted only when earned in a regionally approved college. CLEP and ROTC credit are excluded from the above limitation.

Auditors

Students who are registered at Fairmont State College may be permitted to attend classes as auditors provided they shall have obtained the written permission of their advisers and of the instructors in the classes they desire to visit. No person who enrolls in any class as an auditor may in the same semester be considered as enrolled in this class for the purpose of obtaining credit. In no case whatsoever will auditing be regarded as a factor in obtaining credit.

Other persons, even if not registered students, may attend classes as auditors upon securing permission from the Registrar and from the instructors involved and upon payment of the regular fee. Auditors are required to complete the regular registration forms.

Special Examinations for Course Credit

The College Level Examination Program (CLEP) is available to students who wish to receive credit for specific courses. There are thirty-four (34) different tests offered for credit, at Fairmont State College.

Students may take other special examinations to qualify for credit in certain courses not offered by CLEP.

For further information as to the courses covered in this manner, students should contact Student Affairs.

Applications must be made to the Registrar for permission to take a special examination. To qualify for permission to take such an examination, an applicant must be enrolled or must have completed successfully one semester or summer session in Fairmont State College. The applicant must, in addition, establish eligibility in regard to his background in the area concerned. In order to gain college credit by special examination, the student must demonstrate better than average proficiency in the course. Examinations will not be given for courses in which the student has obtained a low grade previously.

Applicants must pay a fee of \$3.00 for each special examination, if regularly enrolled at the time of taking the examination; otherwise the fee is \$2.50 per semester hour of credit to be received. A receipt for the payment of the fee must be obtained from the Business Office. No money will be refunded if any examination is failed. No examination may be repeated.

First semester freshmen may establish course credit by examination in the following courses without the payment of special examination fees: English 104—Written English—3 hours; French 101 and 102—Elementary French—6 hours; Home Economics 101—Principles of Clothing Construction—2 hours; Home Economics 201—Principles of Food Selection and Preparation—3 hours. An additional condition necessary for the granting of credit is enrollment by the student in the next higher course.

College Level Examination Program (CLEP)

The College offers opportunities for earning course credit by examination through the College Level Examination Program. General examinations are offered in five basic areas: English Composition, Humanities, Mathematics, Natural Sciences, and Social Sciences-History. In addition, subject examinations are given in many specific fields of study. CLEP examinations are open to all, whether enrolled at Fairmont State or not. Information about course credits, examinations available, cost of examinations, and procedures for applying for examinations, is available in Student Affairs.

Academic Credit for Military Service

Students with at least one year of military service may be granted a maximum of four semester hours credit which may be used to satisfy General Studies physical education and/or elective requirements. It is the student's responsibility to request this credit and to verify this military experience to the Registrar.

Advanced Standing

Based on high school record and performance on the ACT, the Registrar will determine eligibility for advanced standing and credit in English and French as follows:

English—No semester grade of less than B in each of four units of high school English and a standard score of 22 or higher on the English part of the ACT.

French—No semester grade of less than B in each of two or more units of high school French and a standard score of 22 or higher on the English part of the ACT. The student must also complete French 201 with a minimum grade of C.

Students may be granted advanced standing credit for any number of the mathematic courses numbered 115, 116, 315 by earning at Fairmont State College a grade of C or better in a higher numbered course from the sequence 116, 315, 316.

Students who complete a major or teaching field in French may establish credit for French 101 and 102 if they complete French 201 with a grade of C or better.

The Summer Session

Fairmont State College offers a ten-week summer session each summer. This session is made up of two terms of five weeks each. The requirements for admission and the character of the work offered are the same for the summer session as for the regular year.

All activities and facilities of the campus are available to students during the summer session. The student body is organized under its own leadership at the beginning of each session. A general program of social, recreational, and dramatic events is scheduled.

Special bulletins for the summer session are prepared for distribution. Those interested in working toward a degree, or in renewal of certificates, or in pre-professional courses, write for the Summer Bulletin. Address: Registrar, Fairmont State College, Fairmont, W. Va., 26554.

Evening Classes

Evening classes are operated for the benefit of all students. These classes are considered as work done in residence.

Off-campus Classes

Upon request, and when it is possible to provide suitable staff, Fairmont State College will offer off-campus courses to interested groups in the region of the state it serves. Ordinarily, an enrollment of ten or more persons is necessary before any off-campus courses may be offered. For additional information, see the Community College section of this Catalog.

Preparatory Music and Art Programs

Music and art classes and private lessons taught by student and professional instructors are available to community, college, secondary and elementary students for an additional fee. Contact the Fine Arts Division office.



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Expenses and Financial Assistance

Classification of Residents and Nonresidents for Admission and Fee Purposes

General

Students enrolling in a West Virginia public institution of higher education shall be classified as resident or nonresident for admission, tuition and fee purposes by the institutional officer designated by the President. The decision shall be based upon information furnished by the student and all other relevant information. The designated officer is authorized to require such written documents, affidavits, verifications, or other evidence as are deemed necessary to establish the domicile of a student. The burden of establishing residency for tuition and fee purposes is upon the student.

If there is a question as to residence, the matter must be brought to the attention of the designated officer and passed upon at least two weeks prior to registration and payment of tuition and fees. Any student found to have made a false or misleading statement concerning his residence shall be subject to disciplinary action and will be charged the nonresident fees for each session theretofore attended.

Residence Determined by Domicile

Domicile within the state means adoption of the state as a fixed permanent home and involves personal presence within the state with no intent on the part of the person to return to another state or country. West Virginia domicile may be established upon the completion of a least twelve months of continued residence within the state prior to the date of registration, provided that such twelve months residence is not primarily for the purpose of attendance at any institution of learning in West Virginia.

Establishment of West Virginia domicile with less than twelve months residence prior to the date of registration must be supported by proof of positive and unequivocal action, such as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia, and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established.

Minors

Minors are defined by the West Virginia Code (2-2-10) as persons under eighteen years of age. The residence of a minor shall follow that of the parents at all times, except in extremely rare cases where emancipation can be proved beyond question. The residence of the father, or the residence of the mother if the father is deceased, is the residence of the unmarried or unemancipated minor. If the father and the mother have separate places of residence, the minor takes the residence of the parent with

whom he lives or to whom he has been assigned by court order. The parents of a minor will be considered residents of West Virginia if their domicile is within the state.

A minor student who is properly admitted to an institution as a resident student shall retain that classification as long as he enrolls each successive semester.

Emancipated Minor

An emancipated minor may be considered as an adult in determining residence, provided satisfactory evidence is presented that neither of his parents, if living, contribute to his support nor claim him as a dependent for federal or state income tax purposes.

In the event that the fact of emancipation is established, the emancipated minor assumes all of the responsibilities of an adult to establish residence for tuition and fee purposes. Proof must be provided that emancipation was not achieved principally for the purpose of establishing residence for attendance at an institution of higher education.

Students Eighteen Years of Age or Over

A student eighteen years of age or over may be classified as a resident if (1) the parents were domiciled in the state at the time the student reached majority and such student has not acquired a domicile in another state, or (2) while an adult the student has established a bona fide domicile in the State of West Virginia. Bona fide domicile in West Virginia means that the student must not be in the state primarily to attend an educational institution and he must be in the state for purposes other than to attempt to qualify for resident status.

Any nonresident student who reaches the age of eighteen years while a student at any educational institution in West Virginia does not by virtue of such fact alone attain residence in this state for admission or tuition and fee payment purposes.

A student who is properly classified as a resident at the time that he reaches the age of eighteen shall continue to be classified as a resident as long as he enrolls each successive semester and does not establish a domicile, or legal residence, in another state.

Change of Residence

An adult student who has been classified as an out-of-state resident and who seeks resident status in West Virginia must assume the burden of proving conclusively that he has established domicile in West Virginia with the intention of making his permanent home in this state. The intent to remain indefinitely in West Virginia is evidenced not only by a person's statements but also by his actions. The designated institutional officer in making his determination shall consider such actions as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established. Factors militating against a change in residence classification may include such considerations as the fact that the student is not self-supporting, that he is carried as a dependent on his parents' federal or state income

tax returns or his parents' health insurance policy, and that he customarily does not remain in the state when school is not in session.

Marriage

The residence of a married person is determined by the same rules of domicile which would apply if he or she were not married.

Military

An individual who is on active military service or an employee of the federal government may be classified as a resident for the purpose of payment of tuition and fees provided that he established a domicile in West Virginia prior to entrance into federal service, entered the federal service from West Virginia, and has at no time while in federal service claimed, or established a domicile in another state. Sworn statements attesting to these conditions may be required. The wife and dependent children of such individuals shall also be classified as residents of the State of West Virginia for tuition and fee purposes. Persons assigned to full-time active military service and residing in West Virginia may be classified as in-state residents for tuition and fee purposes after twelve months continuous location in the state.

Aliens

An alien in the United States on a resident visa, or who has filed a petition for naturalization in the naturalization court, and who has established a bona fide domicile in West Virginia may be eligible for resident classification, provided he is in the state for purposes other than to attempt to qualify for residency status as a student.

Higher Education Personnel

Full-time employees of the West Virginia Board of Regents and the institutions under its jurisdiction, full-time ROTC personnel assigned to the institutions, and their spouses and dependent children, shall be considered West Virginia residents for the purpose of the payment of tuition and fees.

Appeal Process

The decisions of the designated institutional officer charged with the determination of residence classification may be appealed to the President of the institution. The President may establish such committees and procedures as he determines necessary for the processing of appeals. The decision of the President of the institution may be appealed in writing with supporting documentation to the West Virginia Board of Regents in accord with such procedures as may be prescribed from time to time by the Board.

Payment of Tuition and Fees

The regulations of the West Virginia Board of Regents provides that: "No financial credit of any type shall be extended to any individual either student or other, at any state college or institution. All colleges and institutions shall operate strictly on a cash basis with all payments and obligations being collected in advance. All tuition and fees must be collected in full for each semester on enrollment day for each semester."

Registration is not completed until a check covering payment of tuition, residence hall rent, board, and fees has cleared the bank upon which it was drawn. A late pay

nent fee of \$15 will be charged on each check returned for "insufficient funds" unless the student can obtain an admission of error on the part of the bank. The Business Office shall declare the fees unpaid and registration cancelled until the check has been redeemed and the additional charge paid.

Enrollment Fees Per Semester

On-Campus)

	WV Resident	Non-Resident
2 hours (or more) (full-time student)	\$149.00	\$599.00
1 hours.....	130.00	548.00
0 hours.....	122.00	502.00
9 hours.....	114.00	456.00
8 hours.....	106.00	410.00
7 hours.....	64.00	330.00
6 hours.....	56.00	284.00
5 hours.....	48.00	238.00
4 hours.....	40.00	192.00
3 hours.....	32.00	146.00
2 hours.....	24.00	100.00
1 hour.....	16.00	54.00

All freshmen must pay \$1.50 Freshman Orientation Fee—August term only. All new students—freshmen or transfers—must pay \$4.00 Service Charge to set up schedule. Students are entitled to activities and athletic functions if enrolled for 8 hours or more.

Off-Campus)

Total hours must be taken off-campus to qualify for off-campus fees. If a class is taken on-campus, then all hours will be charged at the on-campus rate.

	WV Resident	Non-Resident
2 hours (or more) (full-time student).....	\$100.00	\$550.00
1 hours.....	88.00	506.00
0 hours.....	80.00	460.00
9 hours.....	72.00	414.00
8 hours.....	64.00	368.00
7 hours.....	56.00	322.00
6 hours.....	48.00	276.00
5 hours.....	40.00	230.00
4 hours.....	32.00	184.00
3 hours.....	24.00	138.00
2 hours.....	16.00	92.00
1 hour.....	8.00	46.00

All new students—freshmen or transfers—must pay \$4.00 Service Charge to set up schedule. There is no orientation fee for off-campus freshmen. Off-campus students are not entitled to activities or athletic functions.

Cost of Each Summer Session

No. of Hours Enrolled	WV Resident	Non-Resident
6 or more hours	\$63.00	\$221.50
5 hours.....	58.00	197.25
4 hours.....	53.00	173.00
3 hours.....	38.00	125.75

2 hours.....	28.00	86.50
1 hour.....	18.00	47.25

Special Fees

Late Registration Fee: (One to five days)	\$10.00
Graduation Fee (Inc. cap and gown)	10.00
Freshman Orientation Fee	1.50
Transcript Fee (First Transcript is furnished free)	1.00
Special Examinations for course credit (Regularly enrolled students)	3.00
Special Examinations for course credit (Non-enrolled students) per semester hour	2.50

*The term "resident" refers to classification for fee purposes only.

Refund Policy for Tuition and Fees

A student who withdraws regularly from the college may arrange for a refund of his fees in accordance with the following schedule. Refunds are determined from the first day of the school term which begins officially with Freshman Orientation Week. The Official withdrawal date is certified by the Registrar.

Semester

During first and second weeks	90%
During third and fourth weeks	70%
During fifth and sixth weeks	50%
Beginning with seventh week	No Refund

A Summer Term

During first day	90%
During second day	70%
During third day	70%
During fourth day	50%
During fifth day	50%
Beginning with second week	No Refund

Residence Hall Expenses Per Semester

Rent:

Morrow, North, Pence Halls	\$295.00 plus tax
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Food Service:

All residents of Morrow, North, and Pence Halls are required to purchase a meal ticket for use in the College Dining Hall..... \$429.00 plus tax
(May be purchased twice a semester at \$205.00 plus tax)

Summer School Room and Food Service (1977)

*Food Service for five weeks	\$130.00 plus tax
*Room Double occupancy for five weeks	\$ 80.00 plus tax
*Room Single occupancy for five	\$ 86.00 plus tax

*Includes \$5.00 Linen Fee. Food service available contingent upon number of residents.

Breakage Fee:

This fee, less charge for any damage, is returned at the end of occupancy period.....\$ 20.00

Key Deposit:

This is returned when the student vacates his room or apartment and returns his key.....\$ 1.00

Social Fee:

The fee is to be paid when a student moves into a residence hall. It covers the cost of the local newspaper, **TV Guide**, television cable, Christmas party, and various other expenses of the hall.....\$ 5.00

All rates are subject to change without notice.

Payment of Room and Board

Residence hall rent plus tax and a twenty-dollar breakage fee must be paid on or before registration day. Board plus tax must be paid in advance of specified dates either on a semester or half-semester basis.

Room rent plus tax, board plus tax, and a breakage fee for a summer term must be paid in full by registration day.

Residence Hall Reservations

Applicants for residence hall reservations must pay an \$80.00 deposit at the time the application is filed with the College. (This amount is subject to change at any time.) The deposit will be credited to the applicant's residence hall rent account. All applications must be filed with the Office of Student Affairs.

Notice of cancellation of room reservations must be received by the Office of Student Affairs by June 15. Otherwise the total amount of \$80.00 will be forfeited. Exception: Should the applicant be denied admittance to the College, a full refund will be made without regard to dates.)

Not more than ten per cent of available living space in any campus dormitory may be assigned to out-of-state students.

FINANCIAL ASSISTANCE

Financial aid in the form of scholarships, grants, loans, and employment is available to worthy students who need assistance in meeting their college expenses. All funds are administered by the financial aid officer with approval of the Financial Aid Committee. Applications for financial aid should be sent to Student Affairs, Financial Aid, Fairmont State College, Fairmont, West Virginia 26554.

Philosophy of Financial Aid

1. All academically capable students should attend college.
2. Any student who needs financial assistance should be willing to work part-time at Fairmont State College.
3. Financial assistance is not designed to support luxuries and a student should not expect assistance just because he wants to be married.
4. A student who remains in good standing academically should never need to leave school for financial reasons.
5. Financial assistance is not intended to replace the responsibility of the parents; it is intended to supplement that which the home can and should provide.

Grants Available

Supplemental Educational Opportunity Grant (SEOG)

This program provides grants of money from the Federal Government for those students who show the most financial need as determined by completion of the Parents' Confidential Statement (PCS).

Basic Educational Opportunity Grant (BEOG)

This program provides grants of money from the Federal Government for all students showing eligibility as determined by the completion of a BEOG application.

Scholarships Available

Fairmont Undergraduate Scholarship

This scholarship is in the form of a fee waiver and is awarded on the basis of financial need, academic ability, or outstanding ability in music, drama, athletics, art, debate, etc.

West Virginia Scholarship

This scholarship is controlled by the West Virginia Board of Regents. The applications are available through high school guidance counselors and awareness counselors as well as college financial aid officers. A PCS must be filed with this application.

Foundation Academic Scholarship

This is an award granted for the freshman year by the FSC Foundation. A limited number are named recipients each year. Recipients are selected on the basis of outstanding academic performances in high school and by ACT scores.

Lettermen's Athletic Scholarship

This award is given to participants in varsity football and basketball with selection based on outstanding football or basketball performance.

John C. Shaw Scholarship

This scholarship is for students in need of financial assistance whose health, intelligence, character, and habits show promise of commendable careers.

Stella E. Morgan Scholarship

This award is for deserving students in English.

Nursing Scholarship

This scholarship is funded by the Federal Government. Recipients must be enrolled in or accepted for enrollment in the two-year nursing program and show exceptional financial need as determined by the PCS.

FSC National Merit Scholarship

This scholarship is provided by the FSC Foundation and awarded to all National Merit Scholarship finalists. The award is renewable for four years (8 semesters) provided satisfactory grades are maintained.

Student Employment

College Work-Study Program (CWSP)

Funds available for this program are from the Federal Government and eligibility to participate is based on financial need determined by filing a PCS. In this program, a student is employed somewhere on campus to work during hours that he is not in class. While classes are in session a student may work a maximum of 15 hours per week. He may work as many as 40 hours per week when classes are not in session (e.g. spring/semester breaks).

Regular Student Employment

Funds in this area are limited and for students not showing financial need.

Loans Available

National Direct Student Loan (NDSL)

Subject to the limitation of funds available students may borrow up to \$1500 a year in this program. Funds are provided by the Federal Government (90%) and Fairmont State College (10%). Repayment of principal together with an interest rate of 8% per year, shall begin 9 months after the maker ceases his education and end 10 years later. Eligibility is determined by the PCS.

Nursing Loan

This loan is limited to students in the two-year Nursing Program. The interest rate during repayment is the same as for NDSL, above. Eligibility is determined by the PCS.

Federally Insured Student Loan (FISL)

This is an educational loan made by banks. The application forms may be obtained from banks or the college financial aid office.

Fairmont State College Foundation Emergency Loan

This program provides for short-term emergency loans not to exceed \$300. The loans must be repaid within 90 days. Interest is \$2 or 2% whichever is greater. The note must be co-signed by a parent or guardian.

Procedure For Obtaining Aid

1. Complete and submit an application for admission to FSC Admissions Office.
2. Complete and submit a Financial Statement (PCS or SFS) to the proper agency by March 1.
3. Complete and submit a financial aid application to the FSC Financial Aids Office by April 15.

Academic Information

Degrees

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts or Associate of Science degree is also granted upon successful completion of from 64-70 semester hours in the two-year curricula. This College also offers a flexible non-traditional Regents Bachelor of Arts Degree Program. For information concerning the Regents Program, see the entry at the end of this section.

Degree Programs

Bachelor of Arts and Bachelor of Science Degrees

	Minimum Degree	Semester Hours Major	Hours Required *Minor
Art.....			24
Biology.....	B.S.	55	25
Business Administration.....	B.S.		
General.....	B.S.	39	18
Accounting.....		39	18
Economics.....		39	18
Office Administration.....		35	21
Electronic Data Processing.....			19
Retailing.....			18
Medical Records.....			18
Clerical, Secretarial.....			18
Chemistry.....	B.S.	64	
Chemistry.....	B.A.	54	19
Engineering Technology.....	B.S.	33	26
English.....	B.A.	30	18
French.....	B.A.	30	24
Geography.....			18
German.....			18
Health Science.....	B.S.	56	21
History.....	B.A.	30	18
Home Economics.....	B.S.	55	26-28
Journalism.....			16
Library Science.....			24
Math.....	B.A.	30	21
Math.....	B.S.	30	21
Mining Engineering Technology.....	B.S.	33	
Music.....			27
Philosophy.....			15
Physical Education.....	B.S.	38	32
Physics.....			31
Political Science.....	B.A.	30	18
Psychology.....	B.S.		
General.....		37	18
Industrial-Personnel.....		46	
Community Service.....		52	
Sociology.....	B.S.		
General.....		30	18
Social Work.....		39	
Speech and Drama.....			28

*For information concerning the use of specific associate degrees as minors and several minors derived from associate degree programs, see the Community College section of this Catalog.

Community College Two-Year Associate Degrees and Certificate Programs

For information concerning the Community College Associate Degree and Certificate programs, see the Community College section of this Catalog.

Bachelor of Arts in Education

Elementary Education Diversified 1-6.....	48
Specialization Early Education	20
Subject Specialization 4-8	
Art.....	30
General Science	31
Home Economics	26
Industrial Arts/Technology.....	23
Language Arts.....	23
Mathematics	15
Oral Communications.....	26
Social Studies	39
Secondary Education	
Subject Specializations 7-9	
Home Economics	28
Language Arts.....	28
Social Studies	42
Single Teaching Fields 7-12	
Art.....	38
Biology.....	46
Business Education, Secretarial	38
Business Education, Principles	39
Chemistry	34
English.....	37
French.....	30
General Science	35
Industrial Arts/Technology.....	41
Journalism.....	24
Mathematics	31
Physical Education.....	37
Physics.....	33
Oral Communications.....	32
Comprehensive Teaching Fields 7-12	
Business Education	54
Home Economics, Vocational.....	44
Industrial Arts/Technology.....	65
Social Studies	57
Secondary or Elementary Education	
Subject Specializations K-12	
Art.....	57
Health.....	31
Music.....	59
School-Library Media.....	24
Special Education.....	21

Grading System

The following system of grading is used within the institution:

A—Superior, given only to students for exceptional performance.

B—Good, given for performance distinctly above the average in quality.

C—Average, given for performance of average quality.

D—Lowest passing grade for performance of poor quality.

F—Failure. Course must be repeated if credit is to be received.

FIW—Failure because of irregular withdrawal.

I—Beginning with courses taken during the first semester, 1975-76, the letter grade of I will be omitted from the calculation of the grade point average for a period of one year following the issuance of the I. Along with any grade report containing the grade I, and for each letter I, the instructor must submit brief description of the "part of the course" not completed by the student. This statement, to be reviewed by the appropriate division chairman and filed in his office, could be given on a form which would be used by the instructor to report the grade for replacing the I during the year following the issuance of the I. At the end of the one-year period, the instructor must submit a final grade for the student.

W—Withdrew.

WF—Withdrew Failing, withdrawal from college only.

WP—Withdrew Passing, withdrawal from college only.

CR—Credit. Does not affect quality points.

NC—No Credit. Does not affect quality points.

P—Pass, Successful Completion of the student teaching experience.

Quality Points

The quality of a student's work is indicated by quality points.

Candidates for graduation must have at least twice as many quality points as semester hours attempted; that is, a point-average of 2.00 on all college work and on a work completed at Fairmont State College. Quality points for grades A, B, C, D, are computed as follows:

A—Four (4) quality points for each semester hour of credit.

B—Three (3) quality points for each semester hour of credit.

C—Two (2) quality points for each semester hour of credit.

D—One (1) quality point for each semester hour of credit.

A student's grade average is determined by dividing the number of his quality points by the number of credit hours he has scheduled. No quality points are attached to grades F, FIW, and WF, but the credit hours for the courses in which these grades are received will be used in computing his grade average.

In order to be graduated, a candidate for a degree must have maintained a quality point average of 2.00 or better in all college courses and in all credit earned at FSC. An average of 2.00 must also be maintained in the major and minor fields of study. If a student is in teacher education, he must attain an average of 2.20 in each teaching field and/or subject specialization.

It is the student's responsibility to keep informed of his quality point standing. This information can be obtained at any time from the Registrar.

Grades earned in other institutions shall not be used to make up a deficiency in quality points in this institution.

Credit-No Credit Option

Any student who has completed 58 or more semester hours of credit may elect one course per semester on a credit—no credit basis, such courses to be considered part of the regularly scheduled loan. A maximum of 15 semester hours may be completed under this option.

Courses selected must not be included in the general studies requirements, must not be in the student's major or minor or related courses for non-teachers, must

be in 7-12, 1-12, 7-9, 1-9, the diversified field, and professional education for teacher education students.

Credit—no credit earned under this option will be recorded but will not be reflected in the quality point index. Credit courses will count toward graduation.

Selection of a course for credit-no credit must be made at registration with the approval of the student's academic adviser and may not be changed after the close of the registration period.

Classification of Students

Students who have completed the high school or a secondary course and not more than 25 hours of work are classified as freshmen.

Students who have completed 26 hours but not more than 57 hours of college work are classified as sophomores.

Students who have completed 58 hours but not more than 89 hours of college work are classified as juniors.

Students who have completed 90 hours or more of college work are classified as seniors.

Numbering of Courses

Courses for freshmen (100 series) and sophomores (200 series) constitute the lower level of curriculum. Courses numbered 300-499 are primarily for juniors and seniors. All General Studies Requirements, consist of lower level courses which should be completed as far as possible by the end of the sophomore year.

It is strongly advisable to take at least eight hours of General Studies Requirements each semester until they are completed.

Community Service—Continuing Education Courses

Community Service courses (Fairmont State College number series from 001 through 099) may not be used to satisfy either course requirements or credit hours for four-year baccalaureate degree programs. All Community Service courses will be graded on a credit-no Credit basis.

Assignments and Credits

1. Semester Load: Students must petition the Registrar for permission to carry more than 18 semester hours. To be eligible for permission, a student must have an overall B average or a B average for the preceding semester. Exceptions may be made if the student is in the last semester before graduation or before the initial performance practicum.

2. Late Registration Fees: See schedule of fees for late registration. Late registrants often fail to obtain satisfactory schedules, for the policy of the College is to give priority to students who register on the dates for regular registration.

3. Schedule Changes: Students may not add new classes to their schedule after the period of registration has ended.

4. Withdrawal from College: A student desiring to withdraw from the College will apply at the Registrar's Office. Here forms will be obtained, which when completed with the proper signatures and returned to the Registrar's Office, will constitute an official withdrawal. The instructor records on the final grade report to the registrar a "W" for students withdrawing through the end of the second academic

week following mid-term. In case the official drop notice is issued after this period the instructor will record either "WP" or "WF" at the end of the period of enrollment.

5. Withdrawal from Class: During the period ending with the second academic week following mid-term of a semester, students may drop one or more classes with "W" being recorded. From the end of this period, no official withdrawal from individual classes may be made.

6. Repeating A Course: If a student earns a grade of D or F in any course taken no later than the semester or summer term during which he attempts the sixtieth semester hour, and if he repeats this course prior to the receipt of a baccalaureate degree the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining his grade point average. The original grade shall not be deleted from the student's record. A student may not repeat a course in which he has earned a C or better.

Students who began college study prior to the fall semester of 1968 or student whose records include an original grade which was reactivated following the second repeat of a course must make application to the Registrar to assure their coverage by this regulation.

7. Minimum Residence Requirements for Graduation: For a degree, at least one year's work in residence is required, one semester of which must be in the senior year. A "year of residence" must represent not less than 32 week's work in residence and 3 hours credit. A semester is defined as a minimum of 16 weeks and 16 hours credit.

Exception is made in the case of any student who has completed three years of required work in Fairmont State College and who wishes to complete the senior year by substituting approved credit earned subsequently in a college of medicine or dentistry.

8. Application for Graduation: Candidates for graduation must make official application for a degree at least 45 days before Commencement Day. Applications will be filed with the Registrar.

9. Assignment and Credits: Regularly enrolled students who desire to complete work at another accredited institution on a transient basis must secure written permission of the Registrar. Transient credit completed without permission will not be accepted.

Attendance and Absences

Each student is responsible for familiarizing himself with the college absence policies which are to be found in the published *Student Handbook*.

Adviser System

Each student is assigned an academic adviser when he first enrolls at the College. If the student desires to change his major field of study, he should contact the Assistant to the Vice President for Academic Affairs for reassignment. Students who are not ready to select a major upon entrance will be assigned to special advisors. It is to the academic advisor that a student should take problems relating to degree requirements, pre-registration, and registration.

Grade Reports

The grades of all students are reported by each faculty member to the Registrar at the middle and end of the semester. Faculty advisors are provided complete grade reports at each reporting period. Students receive grade reports at mid-semester and the end of the semester. Mid-term grade reports are not made during summer school.

Probation and Suspension

1. A student whose cumulative academic record shows a deficit of 10 or more quality points automatically is placed on probation.
2. A student is removed from probation when he completely removes his grade point deficiency and achieves an average of 2.0 or better.
3. All students, regardless of their academic standing at the completion of their freshman year, will be permitted to enroll in the sophomore year (students who have attempted 26 hours but not more than 57 hours of college work).
4. A student who has been on academic probation for one semester or longer and who is 20 or more points deficient and classified as a sophomore or above will be suspended. The suspension list is compiled at the conclusion of each spring semester. The suspension period is one semester. Summer terms are not counted in the suspension period.
5. While in attendance as a junior or senior (having attempted 58 semester hours or more) and having been on probation for one semester or longer and a quality point deficiency of 20 or more, a student is suspended.
6. Suspension will be waived temporarily for those who wish to attend either or both summer sessions immediately following notice of suspension. If the quality point deficiency is reduced to 19 or fewer, students will be permitted to continue into the fall semester. A student who fails to reduce his quality point deficiency, as required, during this waiver period will be suspended prior to the beginning of the fall semester.
7. During the semester on suspension, a student is permitted to take a maximum of six credit hours.
8. After one-semester period of suspension, a student may apply for full-time readmission. A readmitted student or a transfer student on probation may continue in school as long as he incurs no additional quality point deficit.
9. A student twice suspended may petition the Admissions and Credits Committee for readmission. The Committee will approve those persons for readmission whose aims and circumstances provide clear indication to probable success in college.
10. Three suspensions from any institution (or institutions) of higher education are final.
11. The status of any student transferring from another institution of higher education will be determined in accordance with the above regulations.

English Performance Evaluation

All students who are candidates for baccalaureate degrees must attain a grade of C or above in English 108 in order to prove their competence in the use of the English language. This is a requirement for graduation.

Dean's List

Students who registered for twelve or more hours and receive a grade point average of 3.2 or better are considered honor students and named to the Dean's List.

Graduation With Honors

Candidates for graduation with a Bachelor's Degree who have achieved special distinction in academic work are graduated with honors. Honors are determined by the cumulative quality point average of a student's work at graduation. Three grades of honors are recognized: **cum laude** for a point average of 3.2 to 3.49;

Magna cum laude for a point average of 3.50 to 3.74; and **summa cum laude** for a point average of 3.75 or better. Averages are based upon the entire academic record of the student. Candidates for graduation with an Associate degree who maintain a graduation point average of 3.2 or better will receive the designation of "With Honors" on the diplomas and the "Honors" on the Commencement program.

General Regulations

Each student is responsible for familiarizing himself with the published *Student Handbook* concerning student rights and responsibilities and matters of academic dishonesty such as cheating and plagiarism.

Transcripts

Every student at Fairmont State College is entitled to one official transcript of his record free; for each additional copy a fee of one dollar (\$1.00) will be charged. **No student who fails to meet his financial obligations to the College, or any department of the college, will be given a transcript.**

An application for a transcript of credit should furnish the date of last attendance at Fairmont State College, social security number, and a married woman should give both her maiden and married names. All requests for transcripts should be sent directly to the Registrar.

REGENTS BACHELOR OF ARTS DEGREE PROGRAM AT FAIRMONT STATE COLLEGE

The Regents Bachelor of Arts Degree Program is a flexible non-traditional program designed for adults in the belief that they, in their maturity and responsibilities, are distinctly different in their needs. The program can be tailored to fit the needs of those who need a degree for career advancement, those who have an associate degree in a field in which there is no corresponding baccalaureate degree available or those who seek intellectual development and personal fulfillment. The Regents Degree has particular appeal for persons who completed some college work in past years but did not obtain a degree.

Admission:

Application for admission should be made to the Coordinator, Regents B.A. Degree Program, Fairmont State College. Applicants must have graduated from high school at least four years before admission to the program. Persons with high school equivalency certificates may be admitted 4 years after their high school class graduated. If an applicant has previous college credit, failing grades received one year or more before admission to the Regents program are disregarded.

Requirements:

To qualify for graduation, candidates must accumulate a total of 128 semester hours of credit with a quality point average of 2.00. At least 40 hours must be at the upper (300 or 400) level. There must be 36 semester hours of General Education in the four areas of (1) Communications, (2) Humanities, (3) Natural Sciences and Mathematics, and (4) Social Sciences, with a minimum of 6 hours in each area. At least 15 semester hours must be taken in the West Virginia state system of higher education. The Regents B.A. is an interdisciplinary degree with no major. The program can be tailored to meet the needs of individual students.

College-Equivalent Credit:

A unique feature of the Regents Degree program is the possibility of obtaining college-equivalent credit. Credit may be awarded for learning which has taken place outside of a college if that learning is generally equivalent to that which results from a college course. The learning may have resulted from work experience, on-the-job training, personal study, the pursuit of hobbies, or from a formal educational program offered outside of a college or university, such as a hospital nursing course or military service training courses. College-equivalent credit is not awarded for all learning or successful life experience, no matter how commendable that experience may be, but only for the acquisition of knowledge or skills equivalent to the knowledge or skills acquired in college courses. An applicant for college-equivalent credit will prepare a portfolio or folder in which is presented in writing a detailed description of the knowledge or skills believed to have been acquired outside of the college setting. Supporting documents such as job descriptions and certificates for the completion of training programs will be included. Directions for portfolio preparation are available for enrolled students. The portfolio will be reviewed by appropriate faculty members at Fairmont State College or by other experts if a field of study not offered by the college is involved. The faculty members will then recommend the hours of credit to be awarded by subject at the upper and lower levels, equating the credit when possible with existing Fairmont State course offerings. An assessment fee of \$50.00 has been established by the Board of Regents for the assessment process and for the awarding of college-equivalent credit.

Foundations Program

The Foundations Program is designed to provide instruction in those background skills that are fundamental to doing college level work successfully. The Foundations Program offers credit courses in communications skills and basic mathematics. Various other services are offered to students on a non-credit basis: individualized help in writing, reading, and mathematics, and a listening lab for foreign language and literature students. Students are able to benefit from tutoring and from various kinds of materials: filmstrips, tapes, language kits, programmed materials, reading machines, and learning packages.

Air Force Reserve Officers Training Corps

The Air Force officer education program has been in existence at West Virginia University since 1946. A recent agreement permits participation in the university program by Fairmont State College students. Air Force ROTC is designed to provide training that will develop leadership abilities, managerial skills, and interpersonal attitudes vital to the professional Air Force officer. It is designed to qualify for commissioning those college men and women who desire to serve in the United States Air Force. For additional information concerning this West Virginia University program, contact the Office of the Registrar, Fairmont State College and the Professor of Aerospace Studies at West Virginia University.

Requirements for Bachelor of Arts and Bachelor of Science Degrees

The Bachelor of Arts in Education requirements for teaching fields and specializations are also included in this section under the appropriate academic discipline.

Candidates for the Bachelor of Arts and Bachelor of Science degree must complete the General Studies Requirements and a major and a minor. Students majoring in Engineering Technology are not required to have a minor. The major and minor include all courses specified in this catalog as required and all other courses attempted in the disciplines designated as the major and minor.

The minimum credit required for graduation is 128 semester hours with an average of 2.0 quality points. In all cases the quality point average for a major or minor must be 2.0 or better with the exception of a A.B.Ed. degree which requires at least 2.2 in the teaching specialization(s).

General Studies Requirements may also meet major or minor requirements. No course, however, may be counted more than once in meeting the semester hours required for graduation. For example, general studies requirements in English will also satisfy requirements for a major or minor in English.

Twelve hours of one foreign language is a general requirement for the Bachelor of Arts. Three hours of this requirement may be waived for each unit of the language presented as entrance credit, provided that the student is competent to continue the study of the language at the appropriate college level.

General Studies Requirements for the Bachelor of Arts and the Bachelor of Science Degrees

36 Hours for Bachelor of Science Degrees

48 Hours for Bachelor of Arts Degrees

English 104*, 108**, 250, 260	1
Fine Arts	
Art 255	2
or Music 205	2
History and Social Science	1
Economics 200 or 201	3
Geography 210	3
History 107	3
History 108	3
History 111	3
History 112	3
Political Science 103	3
Psychology 101	3
Sociology 110	3
Foreign Language (B.A. degree only)	1
French, German, or Spanish 101, 102, 201, 202 (another foreign language may be substituted with permission)	
Physical Education	
Any basic activity course.	

**Science and Mathematics.....	6
Biology 101, 102.....	8
Chemistry 101, 102	8
Chemistry 105, 106	10
Geology 101, 102	6
Mathematics	6
Physics 101, 102.....	8
Physical Science (select any three).....	6
100 Scientific Methodology	2
101 Astronomy	2
102 Chemistry	2
103 Geology	2
104 Physics.....	2
105 History of Physical Science.....	2
Speech 101	3

*Foundations 101, Basic Communications is strongly recommended for those who do not meet certain minimum standards prior to enrolling in English 104.

**A grade of C or above in English 108 is required for graduation.

Credit will not be given for History 111 and/or History 112 to those who have taken History 100.

**This 6 hour requirement must be taken in the same discipline.

Division of Commerce

(Business Administration, Business Education,
Economics)

The Division of Commerce offers the student several choices in his selection of a major field of study. Under the B.S. Degree the student may obtain a degree in Business Administration with a concentration in General Business, Accounting, Economics or Office Administration.

In the A.B. in Education Degree the student may earn a degree in Business Education-Comprehensive, Business Education-Secretarial, or Business Education, Business Principles.

In the area of two-year programs the student may select: Accounting, Secretarial, Clerical, Electronic Data Processing, or Retailing.

*Students may minor in this division in General Business, Accounting, Economics, Office Administration and Electronic Data Processing.

*In the area of one-year certificates, the student may select Secretarial or Clerical.

BUSINESS ADMINISTRATION

Group A, General			39 sem. hrs.
Major			
Business	201, 202	Principles of Accounting.....	6
	306, 307	Business Law.....	6
Economics	201, 202	Economic Principles and Problems	6

The additional requirement.....21

These hours may be taken in any one of several combinations. Such combination to be agreed upon by student and adviser. Such combinations may include Business, Economics, EDP, and Mathematics.

Minor (not open to majors in Group A or B. open to majors in Group C and D)

18 sem. hrs.

The student in consultation with his adviser selects a set of related courses which would be more specifically in line with his interests and abilities.

Group B Accounting**Major****39 sem. hr**

Business	* 201, 202	Principles of Accounting.....	6
	* 301, 302	Intermediate Accounting.....	6
	* 303	Advanced Accounting.....	3
	* 306, 307	Business Law.....	6
	310	Statistics.....	3
	401	Business Finance.....	3
	404	Cost Accounting.....	3
	405	Auditing.....	3
	406, 407	Federal Income Tax Accounting.....	6
	409	Quantitative Management.....	3
Economics	* 201, 202	Economic Principles and Problems.....	6
EDP	100	Introduction to Electronic Data Processing.....	3
	103	FORTTRAN Programming.....	4
	104	Introduction to COBOL Programming.....	4
Math.	113	Finite Math.....	3
	114	Finite Math.....	3

Minor (not open to majors in Group A or B. open to majors in Group C and D)**18 sem. hr**

Business	201, 202	Principles of Accounting.....	6
	301, 302	Intermediate Accounting.....	6
	303	Advanced Accounting.....	3
	404	Cost Accounting.....	3
	405	Auditing.....	3
	406, 407	Federal Income Tax Accounting.....	6
EDP	104	Introduction to COBOL Programming 2.....	4

Group C Economics**Major****39 sem. hr**

Economics	* 201, 202	Economic Principles and Problems.....	6
	* 301	Intermediate Econ. Analysis: Microeconomics.....	3
	* 302	Intermediate Econ. Analysis: Macroeconomics.....	3
	303	Money, Credit and Banking.....	3
	305	Economics of Labor.....	3
	307	Personal Finance.....	3
	405	Economic Analysis.....	3
	406	Guided Economic Study.....	3
	201, 202	Principles of Accounting.....	6
	310	Statistics.....	3
EDP	100	Introduction to Electronic Data Processing.....	3
	103	FORTTRAN Programming.....	4
History	320	American Economic History.....	3
Math.	113	Finite Math.....	3
	114	Finite Math.....	3

*Required

Minor (not open to majors in Group C; open to majors in Group A, B and D)**18 sem. hr**

Economics	201, 202	Economic Principles and Problems.....	6
	301	Intermediate Econ. Analysis: Microeconomics.....	3
	302	Intermediate Econ. Analysis: Macroeconomics.....	3
	303	Money, Credit and Banking.....	3
	305	Economics of Labor.....	3

405	Economic Analysis.....	3
406	Guided Economic Study.....	3

Group D Office Administration**Major****35 sem. hrs.****Required Courses**

Bus. Educ.	102	Intermediate Typewriting.....	2
	103	Records Management.....	2
	211	Advanced Typewriting.....	2
	251	Business Communications.....	2
	301, 302	Advanced Shorthand and Transcription.....	8
	311	Office Machines.....	2
	314	Executive Dictation and Transcription.....	2
	351	Exec. Office Admin. Management.....	3
	352	Directed Office Experience.....	2
Business	201, 202	Principles of Accounting.....	6
EDP	101	Punched Card Data Processing.....	2
Home Ec.	103	Principles of Clothing Selection.....	2

Minor (not open to majors in Group D. Open to majors in Group A, B and C)**21 sem. hrs.**

Bus. Educ.	101, 102	Beginning and Intermediate Typewriting or	
	211	Advanced Typewriting.....	4
	201	Beginning Shorthand.....	4
	202	Intermediate Shorthand.....	4
	301	Advanced Shorthand.....	4
	311	Office Machines.....	2
Business	201	Principles of Accounting.....	3

**Curricula for Teaching Fields
and Specializations in Business Education**

Business Education Comprehensive, grades 7-12**54 sem. hrs.**

Business	* 102	Introduction to Business.....	3
	* 141	Business Mathematics.....	3
	* 201, 202	Principles of Accounting.....	6
	306	Business Law.....	3
	310	Statistics.....	3
	314	Office Management.....	2
Bus. Educ.	* 102, 211	Intermediate and Advanced Typewriting.....	4
	* 103	Records Management.....	2
	* 251	Business Communications.....	2
	* 202	Intermediate Shorthand.....	4
	* 301	Advanced Shorthand and Transcription.....	4
	* 311	Office Machines.....	2
	* 351	Executive Office Administrative Mgt.....	3
	352	Directed Office Experience.....	2
	431	Methods and Materials in Teaching Bus. Education.....	2
Economics	* 201, 202	Economic Principles and Problems.....	6
EDP	100	Introduction to Electronic Data Processing.....	3

Business Education Secretarial, Single Teaching Field, grades 7-12**38 sem. hrs.**

Business	* 141	Business Mathematics.....	3
	* 201, 202	Principles of Accounting.....	6
	306	Business Law.....	3
	310	Statistics.....	3
	314	Office Management.....	2
Bus. Educ.	* 102, 211	Intermediate and Advanced Typewriting.....	4
	* 103	Records Management.....	2
	* 202	Intermediate Shorthand.....	4
	* 301	Advanced Shorthand and Transcription.....	4

	* 311	Office Machines.....	2	
	* 351	Executive Office Administrative Management.....	3	
	352	Directed Office Experience.....	2	
Business Education, Business		Principles, Single Teaching Field, grades 7-12		39 sem. hr
Business	* 102	Introduction to Business	3	
	* 201, 202	Principles of Accounting.....	6	
	306	Business Law.....	3	
	310	Statistics	3	
	314	Office Management.....	2	
Bus. Educ.	* 102, 211	Intermediate and Advanced Typewriting	4	
	* 103	Records Management.....	2	
	* 311	Office Machines.....	2	
	* 351	Executive Office Administrative Management.....	3	
	352	Directed Office Experience.....	2	
Economics	* 201, 202	Economic Principles and Problems.....	6	
EDP	100	Introduction to Electronic Data Processing.....	3	

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

Division of Fine Arts

(Art, Music, Speech and Drama)

ART

Fairmont State College Department of Art provides a program of study for the preparation of teachers in the visual arts, leading to the B.A. degree in Education and minor in a non-teaching degree. The art curriculum and activities are committed to provide the highest professional education for the art teacher, the creative artist and the scholar of the arts, and to play a major role in the cultural life of the college campus and the community.

The members of the Art Department faculty are professional artists as well as educators, exhibiting their work in state, regional and national exhibitions. Because of an excellent student-teacher ratio, the instructors are able to spend much time with individual instruction and counseling. As a candidate for the teaching degree, the student is not only trained in the skills of the creative artist, but is also given the background and training that will enable him to relate to and communicate with students.

Minor		24 sem. hr
History of Art Courses		
(See Courses of Instruction).....	5	
Studio Work Courses		
(See Courses of Instruction).....	19	

Curricula for Teaching Fields and Specializations

Art Specialization K-12		57 sem. hr
Required Courses		
* Art 140 Art Structure and Applied Design	3	
* Art 141 Art Structure and Applied Design	3	
* Art 142 Drawing	3	
* Art 241 Drawing from Life	3	
* Art 155 Theory of Art.....	2	
* Art 261 Painting.....	3	
Art 262 Painting.....	3	
Art 278 Ancient and Medieval Art	3	
Art 283 Modeling and Sculpture.....	3	
Art 284 Modeling and Sculpture.....	3	
Art 355 Problems in Teaching Art I.....	2	

Art 356 Problems in Teaching Art II	2
Art 363 Painting in Watercolor	3
Art 377 Italian and Northern Renaissance Art	3
Art 378 19th Century and Contemporary Art	3
Art 383 Ceramics	3
Art 384 Ceramics	3
Art 470 Senior Exhibit	1
Art 431 Methods and Materials in Teaching Art	2
Electives to be selected from the following studio courses:	
Painting: Art 361, 362, 364, 461, 462, 463.	
Ceramics: Art 464. Sculpture: Art 465.	
Graphics: Art 341. Area Studies: Art 467, 468, 469	6
Art Single Teaching Field 7-12	38 sem. hrs.
Required Courses:	
*Art 140 Art Structure and Applied Design	3
*Art 141 Art Structure and Applied Design	3
*Art 142 Drawing	3
Art 241 Drawing from Life	3
*Art 155 Theory of Art	2
*Art 261 Painting	3
Art 278 Ancient and Medieval Art	3
Art 283 Modeling and Sculpture	3
Art 356 Problems in Teaching Art II	2
Art 363 Painting in Watercolor	3
Art 377 Italian and Northern Renaissance Art	3
Art 378 19th Century and Contemporary Art	3
Art 383 Ceramics	3
Art 470 Senior Exhibit	1
Art Subject Specialization 4-8	30 sem. hrs.
Required Courses:	
*Art 140 Art Structure and Applied Design	3
*Art 141 Art Structure and Applied Design	3
*Art 142 Drawing	3
Art 155 Theory of Art	2
*Art 241 Drawing from Life	3
*Art 283 Modeling and Sculpture	3
Art 355 Problems in Teaching Art I	2
Art 356 Problems in Teaching Art II	2
*Art 363 Painting in Watercolor	3
Electives to be selected from the following courses:	
Painting: Art 261, 262, 361, 362, 364. Ceramics: Art 383, 384. Sculpture: Art 284, 465. Graphics: Art 341. History of Art: Art 278, 377, 378. Area Studies: Art 467, 468, 469	6

*Courses marked with an asterisk must be completed before admission to the Initial Performance Practicum.

MUSIC

(Division of Fine Arts)

The Music Department offers a minor in the Bachelor of Arts Degree in Music and a Comprehensive (1-12) Music Major under the Bachelor of Arts in Education Degree. The degree programs are organized to provide a thorough background for a music teaching or a professional career. Major applied areas are offered in vocal, instrumental (strings, woodwinds, brass and percussion), piano and organ.

The department provides excellent musical instruction for its students through a highly qualified professional staff of performing and teaching professors, a constantly improving and varied curriculum, and a series of sequential musical experiences and studies in all music degree programs. The department believes in exposing music

students to many new and innovative educational and musical ideas as well as emphasizing the musical heritage of the past. Departmental organizations such as band, orchestra, choir, ensembles, stage band and soloists participate regularly in productions, concerts, and activities of the college and have toured in West Virginia, the United States, and Europe.

Opportunities are provided for music students to attend numerous recitals, productions and other musical events on and off campus. Several professional and fraternal organizations are sponsored by the department, including a student chapter of MENC, Sigma Alpha Iota professional sorority for women music students, and a professional fraternity for men music students.

In 1966, the music department moved in to the New Fine Arts Building. It is well equipped with musical instruments and materials and its facilities include a piano classroom, theory room, music education room, listening library, instrumental and choral rehearsal rooms, 18 practice rooms, nine studios and Wallman Concert Hall.

Specific Requirements

Minor		27 sem. hrs.
Required Courses:		
Theory	8	
109-110 Theory, Comprehensive	8	
Appreciation		3
206 Music Appreciation for Majors	3	
Conducting		5
245 Fundamentals of Conducting	2	
429 or		
430 Instrumental or Choral Methods and Advanced Conducting	3	
*Applied Music		8
107 Piano (Min. 3) (Piano Proficiency)		
141 Voice (Min. 1)		
211-217 Orchestral Instrument Classes (Min. 3)		
**Participation		3

*See FSC Bulletin Music Supplement for requirements for recitals, concert attendance, applied levels, piano proficiency, and freshman level assignments, etc.

**A music minor in addition to the three hours participation credit, must be enrolled in a major performance group (band, chorus, orchestra) during each semester of college attendance.

Curriculum for Teaching Specialization in Music

Courses marked with an asterisk must be completed before a student is admitted to the Initial Performance Practicum. See FSC Bulletin Music Supplement for requirements for recitals, concert attendance, applied levels, piano proficiency, and freshman level assignments, etc.

Subject Specialization K-12	59 sem. hrs.
(Students elect either Choral, Instrumental, or Piano-Organ emphasis)	
I. Theory, Comprehensive:	18 sem. hrs.
Music 109, 110, 209, 210 Comprehensive Theory*	16
Music 309, Orchestration*	2
II. History and Appreciation:	9 sem. hrs.
Music 101, Recitals and Seminar (each semester)*	N/C
Music 206, Music Appreciation for Majors*	3
Music 313-314, Music History*	6

III. Conducting:	4 sem. hrs.
Music 245, Fundamentals of Conducting*	2
Music 347, Advanced Conducting (Instrumental & Choral)*	2
IV. Participation:	4 sem. hrs.
Music 167, 169, 172, 173 (Collegiates, Band, Orchestra, and Chorus)*****	
V. Applied Music and Classes:	18 sem. hrs.
1. Applied Major (Emphasis) I-VII*	7
103 Organ, 107 Piano, 177-203 Instrumental, 141 Voice	
2. Instrumental Classes	4
211, String Class I-II* (Recommended all majors take 211-II)	1
213-I Brass Class*	1
215-I Woodwind Class*	1
217-I Percussion Class*	1
170 Lab Band-Orch.*	N/C
3. Music 440, Senior Recital (See FSC Music Supplement for applied requirements)	1
4. Additional Requirements	6
a. Choral Emphasis:	
Instrumental Class II. or Music 320, Keyboard Accomp. ****Piano***	1
105 I-II, Piano Class*	2
107, I, II, III Piano	3
b. Instrumental Emphasis:	
Instrumental Class II.	1
Note: Brass Majors must take 215, I & II; Woodwind majors must take 213, I & II; Percussion majors must take 213, I & II and 215, I & II, and may be excused from 217 by passing rhythmic reading proficiency.	
Piano***	
105 I & II, Piano Class*	2
107 I-II, Piano	2
139 Voice Class	1
c. Piano and Organ Major:	
Instrumental Class II. or 103 Organ or 320 Keyboard Accompanying.	1
Applied Minor (Instrumental or Voice)	4
139 Voice Class	1
VI. Music Education:	6 sem. hrs.
Music 328, Elementary Music Methods, Materials and Administration.*	2
Music 429, Instrumental Methods, Materials & Administration*	2

Music 430 Choral Methods, Materials & Administration*	2
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NOTE: Music 431 Methods and Materials in Teaching General Music, 7-12 (Educational Block Course)

All Music majors with an instrumental Emphasis must take Band their Freshman and Sophomore years and at least one semester of chorus recommended.

All Music Majors to meet attendance requirements for graduation, must be enrolled in Music 101, Concerts, Recitals and Seminars (CRS) N.C., each semester enrolled.

All Music Majors should enroll in the 00 numbered performance classes in all participation areas. (Band, Chorus, Orchestra, and Ensembles.)

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

**Laboratory Band-Orchestra is held once each week for non-credit (NC). All persons taking Music 211, 213, 215, 217, 411, 413, 415, and 417 are required to participate.

***Piano is required of all music students. At the completion of the required number of hours (4), each student must pass the piano proficiency examination. If failed, the student must continue to take piano until the piano proficiency examination is passed. This requirement is necessary for a degree in music. A student who so desires, may take the piano examination after completing one or more hours of piano. If successful, he is excused from the remaining hours which must be added to music electives in an applied area.

****Music 320, Keyboard Accompanying, may be substituted for one hour of applied piano.
*****A first field or minor in addition to the four (4) hours participation credit, must be enrolled in a major performance group (band, choir, orchestra) during each semester of college attendance. Participation enrollment should be in line with the applied major.

SPEECH AND DRAMA

(Division of Fine Arts)

Oral communication, man's chief means of communication, has as its purpose to gain utilitarian, aesthetic, and therapeutic results in effective human interaction. All oral communication—public speaking, small group processes, theatre, speech correction and audiology, radio and television, speech education and the allied performance areas—are tied together by common elements of behavior and techniques. The Speech and Drama Department has as its primary aim to assist students in understanding these functions, processes, and effects of oral communication and to teach the principles and methods that make the spoken word effective. The department offerings are designed to meet several needs—curricular and co-curricular:

First, for all students who desire to improve their oral communication skills: Speech 101 (Fundamentals of Speech), Speech 107 (Speech Improvement), and Speech 210 (Speech for the Teacher) are offered. If students wish to continue their work, other courses in discussion, debate, interpretative reading, public speaking, theatre, and radio and television may be elected.

Second, for those wishing a Bachelor of Arts degree, a minor in Speech and Drama is offered with options in either drama or speech-communication.

Third, for students wishing to prepare to teach speech and drama on the secondary level (grades 7-12), a single teaching field in Speech is offered.

Fourth, for those students who wish to prepare to teach speech and drama on the elementary level (grades 4-8), a subject specialization in Speech is offered.

Fifth, all students are invited to participate in all or any of the Speech and Drama Department activities: inter-collegiate debate, discussion, oratory, extemporaneous speaking, and interpretative reading, plays presented by the Masquers, the Masquers Jr. (children's theatre), the Masquers Town and Gown Players (summer theatre), the studio theatre, and radio and television activities.

Minor 28 sem. hrs.

I. Required Courses 12

Speech	101	Fundamentals of Speech	3
Speech	105	Voice and Diction	3
Speech	130	Introduction to Broadcasting	2
Drama	120	Theatre Appreciation	2
Drama	221	Oral Interpretation	2

Options Select the minimum of the 16 required semester hours from Drama Option or Speech Communication Option.

A. Drama Option

1. Required Courses 16			
Drama	151*	Play Production	2
Drama	152*	Theatre Workshop	1*
Drama	251	Acting	2
Drama	252	Acting Workshop	1
Drama	260	Theatre History	3
Drama	270	Introduction to Theatrical Design	3
Drama	301	Theatrical Make-up	1
Drama	336	Play Directing	2
Drama	337	Play Directing Practicum	1

The one required hour in Drama 152 (Theatre Workshop) must be taken concurrently with Drama 151 (Play Production). Previously acquired credit in Drama 152 or Drama 352 will not fulfill the requirement.

2. Elective Courses 6			
Drama	152	Theatre Workshop	1-3
Drama	222	Advanced Oral Interpretation	2
Drama	223	Oral Interpretation Practicum	1-4
Drama	252	Acting Workshop	1-3
Drama	253	Advanced Acting	3
Drama	302	Advanced Theatrical Make-up	1
Drama	321	Summer Theatre: Rehearsal and Performance	1-3
Drama	322	Summer Theatre: Production and Management	1-3
Drama	338	Children's Drama	3
Drama	339	Creative Drama Practicum	1
Drama	340	Children's Theatre Practicum	1
Drama	352	Theatre Workshop	1-4
Drama	423	Oral Interpretation Practicum	1-4
Drama	441	Directed Study in Drama	1-4
Drama	452	Acting Workshop	1-4

3. Recommended Related Courses

Art 255 or Music 205 (one not used to meet General Requirements), English 318, English 315, English 422, Music 139, Music 141, Art 142, PE 245, PE 247, PE 248.

B. Speech-Communication Option

1. Required Courses 16			
Speech	134	Radio and TV Production	3
Speech	237	Persuasive Speaking	2
Speech	240	Group Discussion	3
Speech	243	Argumentation and Debate	3
Speech	245	Oratory	1
Speech	401	Extemporaneous Speaking	1
Speech	430	Speech Correction	3
2. Elective Courses 6			
Speech	200	Radio/TV Announcing	3
Drama	222	Advanced Oral Interpretation	2
Drama	223	Oral Interpretation Practicum	1-4
Speech	244	Intercollegiate Debate	1-4

Speech	250	Broadcast Continuity Writing	3
Speech	300	Broadcast Practicum	1-6
Speech	303	Advanced Radio and Television Production.....	3
Speech	402	Public Speaking Practicum	1-8
Speech	440	Directed Study in Speech.....	1-4
Speech	444	Intercollegiate Debate	1-4

3. Recommended Related Courses

English 319, Journalism 270, Psychology 101, Psychology 240.

III. Performance

In order that a student minoring in Speech and Drama may be recommended for graduation by the Speech and Drama faculty, he must perform extensively in one or more of the department faculty directed/sponsored public performance areas listed below. Performance in these areas is an integral part of the classroom experience. The student's performances in the areas must be extensive enough that the student reaches a satisfactory level of proficiency in at least one of the performance areas. A periodic appraisal of the extent of the student's performance and level of proficiency will be made.

Performance Areas

- 1. Drama:** acting, technical crews, directing, public relations, house management, business management, etc. with Masquers, Masquers Town and Gown Players, Masquers, Jr., studio theatre presentations.
- 2. Oral Interpretation:** reader's theatre, inter-collegiate festivals, contests, and other public performances.
- 3. Public Speaking (forensics):** inter-collegiate debate, public speaking contests, festivals and other public speaking presentations.
- 4. Radio/TV:** acting, producing, writing, announcing, etc. for FSC campus radio and TV public broadcasts.

Curricula for Teaching Field and Specialization in Oral Communication (Speech & Drama)

Single Teaching Field, Grades 7-12**I. Required Courses****32 sem. hrs.****29 sem. hrs.**

Speech	105*	Voice and Diction	3
Speech	130*	Introduction to Broadcasting	2
Drama**	151*	Play Production	2
Drama**	152*	Theatre Workshop.....	1
Speech	210*	Speech for the Teacher.....	3
Drama	221*	Oral Interpretation	2
Speech	237*	Persuasive Speaking	2
Speech	243*	Argumentation and Debate	3
Speech	245	Oratory.....	1
Drama	251*	Acting	2
Drama	336*	Play Directing.....	2
Drama	337*	Play Directing Practicum	1
Speech	430	Speech Correction.....	3
Speech	431	Methods and Materials for Teaching Speech and Drama	2

**The one required hour in Drama 152 (Theatre Workshop) must be taken concurrently with Drama 151 (Play Production). Previously acquired credit in Drama 152 or Drama 352 will not fulfill this requirement.

II. Elective Courses. Select from either or both areas.**5 sem. hrs.****Drama**

Drama	120	Theatre Appreciation	2
Drama	152	Theatre Workshop.....	1-3
Drama	222	Advanced Oral Interpretation	2
Drama	223	Oral Interpretation Practicum	1-4
Drama	252	Acting Workshop	1-4
Drama	253	Advanced Acting.....	3
Drama	260	Theatre History	3
Drama	270	Introduction to Theatrical Design.....	3
Drama	301	Theatrical Make-up.....	1

Drama	302	Advanced Theatrical Make-up.....	1
Drama	321	Summer Theatre: Rehearsal and Performance	1-3
Drama	322	Summer Theatre: Production and Management.....	1-3
Drama	338	Children's Drama.....	3
Drama	339	Creative Drama Practicum.....	1
Drama	340	Children's Theatre Practicum.....	1
Drama	352	Theatre Workshop.....	1-4
Drama	423	Oral Interpretation Practicum.....	1-4
Drama	441	Directed Study in Drama	1-4
Drama	452	Acting Workshop	1-4
Speech	303	Advanced Radio and Television Production	3
Speech	402	Public Speaking Practicum	1-8
Speech	440	Directed Study in Speech.....	1-4
Speech	444	Intercollegiate Debate	1-4

III. Performance

In order that the AB in Education student with a teaching field in Speech (grades 7-12) may be able to meet the competencies for state teacher accreditation and hence be recommended for the Professional Block by the Speech and Drama faculty, he must perform extensively in one or more of the department faculty directed/sponsored public performance areas listed below. The activities in these areas are necessary co-curricular supplements and extensions of classroom experiences. The student's performances in the areas must be extensive enough that the student reaches a satisfactory level of proficiency in at least one of the performance areas. A periodic appraisal of the extent of the student's performance and level of proficiency will be made.

Performance Areas

- 1. Drama:** acting, technical crews, directing, public relations, house management, business management, etc. with Masquers, Masquers Town and Gown Players, Masquers, Jr., or studio theatre presentations.
- 2. Oral Interpretation:** reader's theatre, inter-collegiate festivals, contests, and public performances.
- 3. Public Speaking (forensics):** inter-collegiate debate, public speaking contests, festivals, and other public speaking presentations.
- 4. Radio/TV:** acting, producing, writing, announcing, etc. for FSC campus radio and TV public broadcasts.

Oral Communication Subject Specialization 4-8			26-27 sem hrs.
Speech	105	Voice & Diction	3
Speech	130	Introduction to Broadcasting.....	2
Speech	210	Speech for the Teacher.....	3
Drama	221	Oral Interpretation	2
Speech	237	Persuasive Speaking	2
or			
Speech	240	Group Discussion.....	3
Drama	251	Acting.....	2
Drama	336	Play Directing.....	2
Drama	337	Play Directing Prac.	1
Drama	338	Children's Drama.....	3
Drama	339	Creative Drama Practicum.....	1
Speech	430	Speech Correction.....	3
Speech	431	Methods & Materials in Teaching Speech and Drama	2

Division of Health, Physical Education, Recreation, and Safety

The Division of Health Education, Physical Education, Recreation and Safety offers programs in Health Education associated with both the Bachelor of Arts in Education and the Bachelor of Science degrees.

In the Bachelor of Science curriculum, major and minor programs of study are offered in Health Science for students interested in pursuing careers other than teaching (public health, graduate research, etc.). The Bachelor of Arts in Education curriculum offers a subject specialization in Health Education, grades Kindergarten through 12. The Health Education program is designed to stimulate the development of minimum competencies in the formulation, application, analysis and synthesis of concepts related to Health Education in the schools.

Bachelor of Science—Health Science

Major **56 sem. hr**
Course Requirements **13**

HTH	100	Personal Health.....	2
HTH	150	Introduction to Health Science.....	2
HTH	202	Community Health Problems (PR: Biology, 101, 102)	3
HTH	370	Contemporary Health Issues (PR: Psy. 101, Soc. 110)	3
HTH	410	Seminar in Public Health Education.....	4
HTH	412	Drug Use—Abuse—Addiction.....	2
HTH	415	Human Sexuality	2
HTH	425	Environmental Health	2
HTH	450	Field Practicum in Public Health.....	4

Major—Related Requirements

PH ED	211	Anatomy and Physiology.....	4
EMS	100	Emergency Medical Training	4
SAF	203	General Safety Education.....	3
CHEM	101	General Chemistry.....	4
CHEM	102	General Chemistry.....	4
PSY	210	Personal Adjustment	3
PSY	250	Community Psychology	3
SOC	200	Social Problems	3
SOC	305	Social Psychology.....	3
SOC	360	Field of Social Work	3

Minor—Health Science

2 sem. hr

HTH	100	Personal Health.....	2
HTH	150	Introduction to Health Science.....	3
HTH	202	Community Health Problems	3
HTH	202	Community Health Problems	3
HTH	370	Contemporary Health Issues.....	3
HTH	410	Seminar in Public Health Education.....	4
HTH	412	Drug Use—Abuse—Addiction.....	2
HTH	415	Human Sexuality	2
HTH	425	Environmental Health	2

Curriculum for Teaching Field

Subject Specialization in Health Education (K-12)

Course Requirements 31 sem. hrs.

*HTH	100	Personal Health	2
*HTH	150	Introduction to Health Science.....	2
*HTH	200	Foundations of Health Education	2
*HTH	202	Community Health Problems	3
*HTH	310	School Health Program	3
*HTH	370	Contemporary Health Issues	3
*HTH	400	Methods in Elementary Health Instruction	2
*HTH	410	Seminar in Public Health Education.....	4
HTH	431	Methods and Materials in Health Education.....	2

Required Areas of Study:

*PH ED	211	Anatomy and Physiology	4
*EMS	100	Emergency Medical Training	4
*SAF	203	General Safety Education.....	3

Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

PHYSICAL EDUCATION

(Division of Health, Physical Education, Recreation and Safety)

In the Bachelor of Science curriculum major and minor programs of study are offered in Physical Education for students interested in pursuing careers other than teaching (physical therapy, graduate research) which require background knowledge in Physical Education. The Bachelor of Arts in Education curriculum offers a subject specialization in Physical Education, grades 7 thru 12. The Physical Education program is designed to stimulate the development of minimal competencies in the formulation, application, analyzing, and synthesizing of concepts related to effective performance of sport and human movement activities.

Bachelor of Science—Physical Education

Major 3 sem. hrs.

Course Requirements 13

Sport Science			
PH ED	211	Anatomy and Physiology (PR: Biology 101, 102)	4
PH ED	212	Physiology of Exercise (PR: PH ED 211).....	3
PH ED	313	Mechanical Analysis (PR: PH ED 211)	3
PH ED	318	Sport Social Psychology (PR: Psy. 10, Soc. 110, PH ED 222)	3

Sport Theory 12

PH ED	121	Introductory Seminar in Educational Sport.....	2
PH ED	222	Foundations of Educational Sport (PR: PH ED 121)	2
PH ED	231	Games and Rhythms (PR: PH ED 121, Majors only)	2
PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)	2
		or	
PH ED	233	Advanced Aquatics—Lifesaving (PR: PH ED 121, Majors only)	2
PH ED	234	Field Sports (PR: PH ED 231).....	4
		or	
PH ED	235	Court Sports (PR: PH ED 231)	4

Related Science 7

CHEM.	101	General Chemistry.....	4
PHYS.	101	Introduction to Physics	3

Restricted Electives (Select Two) 6

PSY.	230	Social Psychology	3
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PSY.	240	Statistics	3
SOC	301	Anthropology	3

Minor**Course Requirements****32 sem. h****Sport Science****13**

PH ED	211	Anatomy and Physiology (PR: Biology 101, 102)	4
PH ED	212	Physiology of Exercise (PR: PH ED 211)	3
PH ED	313	Mechanical Analysis (PR: PH ED 211)	3
PH ED	318	Sport Social Psychology (PR: Psy. 101, Soc. 110, PH ED 222)	3

Sport Theory**4**

PH ED	121	Introductory Seminar in Educational Sport	2
PH ED	222	Foundations of Educational Sport	2

Sport Laboratory**8**

PH ED	231	Games and Rhythms (PR: PH ED 121, Majors only)	2
PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)	2
		or	
PH ED	233	Advanced Aquatics—Lifesaving (PR: PH ED 121, Majors only, Consent)	2
PH ED	234	Field Sports (PR: PH ED 231)	4
		or	
PH ED	235	Court Sports (PR: PH ED 231)	4

Related Science**7**

CHEM.	101	General Chemistry	4
PHYS.	101	Introduction to Physics	3

Curriculum for Teaching Field Subject Specialization in Physical Education, Grades 7-12

Course Requirements**37 sem. h****Sport Science****13**

*PH ED	211	Anatomy and Physiology (PR: Biology 101, 102)	4
*PH ED	212	Physiology of Exercise (PR: PH ED 211)	3
*PH ED	313	Mechanical Analysis (PR: PH ED 211)	3
*PH ED	318	Sport Social Psychology (PR: Psy. 101, Soc. 110, PH ED 222)	3

Sport Theory**12**

*PH ED	121	Introductory Seminar in Educational Sport	2
*PH ED	222	Foundations of Educational Sport (PR: PH ED 121)	2
*PH ED	223	Evaluation of Educational Sport (PR: PH ED 222)	3
*PH ED	324	Educational Sport (PR: PH ED 222, 223)	3
*PH ED	325	Educational Sport Laboratory (PR: PH ED 324)	2

Sport Laboratory**12**

*PH ED	231	Games and Rhythms (PR: PH ED 121, Majors only)	2
*PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)	2
		or	
*PH ED	233	Advanced Aquatics and Lifesaving (PR: PH ED 121, Majors only, consent)	2
*PH ED	234	Field Sports (PR: PH ED 231)	4
*PH ED	235	Court Sports (PR: PH ED 231)	4

*Must be completed prior to the Initial Performance Practicum.

Division of Language and Literature

(English, French, German, Journalism, Library Science, and Spanish)
ENGLISH

The English program is designed to provide instruction in the English language and in literature written in English as part of the college's educational program, thereby developing increased proficiency in communication skills and encouraging judgment and appreciation of the values of literature for the individual and for society. It is also intended to provide leadership and constructive influence in promoting literacy and the appreciation of literature in elementary and secondary schools of the state, particularly through the training of English teachers and by seeking to obtain high standards in teacher education. A third aim of the English program is to cooperate with the English departments of all colleges and universities in the state in the effort to promote in the academic community, the state, and the nation an understanding of the importance of language and literature as an element in liberal education. A final aim of the English program—which is a result of its general concern with academic excellence—is to make available honors courses for talented and highly motivated students.

Major in English Bachelor of Arts **30 sem. hrs.**

Preliminaries: In addition to the General Studies requirements in English (Eng. 104, 208, 250, 260), the major is required to complete 30 hours in English courses beyond the 200 level, according to the following plan:

- Section 1.** All students must take English 315, Shakespeare3
and English 341, Survey of World Literature.....3
- Section 2.** The student must then select one course from each of the following groups:
- Group A—353. Eighteenth Century Literature; 420. Seventeenth Century Literature; 421. Chaucer*3
- Group B—311. Literature of the Romantic Period; 312. Literature of the Victorian Period; 346. The British Novel.....3
- Group C—319. General Semantics; 321. Study of the English Language; 421. Chaucer*3
- Group D—302. Narrative and Descriptive Writing; 413. Expository Writing3
- Group E—347. The American Novel; 350. American Prose; 360. Major American Poets.....3
- Group F—318. Modern Drama. 343. The Current Scene in Literature.....3
- *Chaucer may be counted only once, either in Group A or C.
- Section 3.** Six hours must be selected from among the six groups above and/or from the following list of three-hour courses.....6
- 322 The Short Story
- 342 Survey of World Literature (Renaissance to Modern)
- 348 The Bible as Literature
- 351 Minority Literature
- 352 Southern Literature
- 372 The Art of the Motion Picture
- 376 Civilization—A Personal View
- 422 The British Drama
- 423 Literary Criticism
- Section 4.** The following courses can only be taken as open electives and, therefore, would not count toward the required 30 hours.
- 207 Children's Literature

- 371 Folk Literature
 *450 Honors Literature
 **460 Independent Studies

Minor Bachelor of Arts**18 sem. h**

Preliminaries: In addition to the twelve General Studies semester hours required English (104, 108, 250, 260), the English minor is required to complete 18 hours English courses beyond the 200 level, according to the following plan:

Required Courses on the 300-400 level:

18 sem. h

English 315, Shakespeare	
English 341, Survey of World Literature	
One course selected from Groups A or B, above	
One course selected from Groups C or D, above	
Two courses, 300-400, selected from any area above, except Section 4	

*In order to enter this course, a student must have the consent of the Honors Committee.

**When extreme hardship in scheduling is placed on a student, he or she may request the chairman of the English Department (who will confer with the chairman of the departmental Curriculum Committee) to substitute this course for any course above.

Curricula for Teaching Field and Specializations in English and Language Arts

English, Single Teaching Field 7-12**37 sem. h****Mandatory Requirements:**

Journalism 240	Reporting I	3
*Education 300	Reading Process	2
*Education 304	Developmental Reading	2
English 315	Shakespeare	3
English 319	General Semantics	3
*English 321	Study of the English Lang.	3
English 423	Literary Criticism	3

Elective Requirements: (choose any two courses from the following group)

English 311	Lit. of the Romantic Period	
English 312	Lit. of the Victorian Period	
English 353	Eighteenth Century Lit.	6
English 420	Seventeenth Century Lit.	
English 421	Chaucer	

Elective Requirements: (choose one course from each of the following groups)

English 318	Modern Drama	
	or	3
English 422	The British Drama	
English 346	The British Novel	
	or	3
English 347	The American Novel	
English 302	Narr. & Descrip. Writing	
	or	3
English 413	Expository Writing	
English 343	The Current Scene in Lit.	
English 351	Minority Literature	3
English 352	Southern Literature	
English 360	Major American Poets	

Language Arts Subject Specialization 7-9**28 sem. hr****Mandatory Requirements:**

English 207	Children's Literature	3
English 315	Shakespeare	3
English 319	General Semantics	3
*English 321	Study of the English Language	3
English 342	Survey of World Literature	3
English 343	The Current Scene in Literature	3
*Education 300	Reading Process	2

*Education	304	Developmental Reading.....	2
Elective Requirements: (choose one course from each of the following groups)			
English	351	Minority Literature	
		or	3
English	352	Southern Literature	
English	302	Narrative & Descr. Writing	
		or	3
English	413	Expository Writing	
Language Arts Subject Specialization 4-8			23 sem. hrs.
Mandatory Requirements:			
English	207	Children's Literature.....	3
English	302	Narrative & Descr. Writing.....	3
English	319	General Semantics	3
*English	321	Study of the English Language.....	3
English	322	The Short Story.....	3
English	360	Major American Poets.....	3
*English	431	Methods of Teaching English.....	2
Elective Requirements: (choose one course from the following group)			
Library Sci.	210	Lib. Materials for Adolescents	
English	341	Survey of World Lit	3
English	348	The Bible as Literature	
English	371	Folk Literature	

Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

FRENCH

(Division of Language and Literature)

The foreign language programs, French, German, and Spanish, emphasize the achievement of definite and functional results. An important component consists of systematically planned vocabulary building, whereby words are first learned in a simple context, reinforced by a methodical use of cartoons, works of art, and news photographs, all of which are shown by opaque and slide projectors. The vocabulary is later encountered again in the context of interesting reading especially selected to fit the general plan. The student completes each year with a firm and useful fund of language skill and broadened horizons. A large component of French civilization and culture is included. Students preparing for fields in international relations and teaching have available a series of courses in conversation to establish this advanced skill.

FRENCH MAJOR

(In collaboration with the Foreign Language Department of West Virginia University)

A. and B.A. in Education..... 30 sem. hrs.
(Single Teaching Field, Grades 7-12)

Required Courses

(Note that six hours of the starred courses are taken at West Virginia University, normally during one summer session)

French	101	Elementary French.....	3
	102	Elementary French.....	3
	201	Second Year French,	
		or	
	215	Outside Reading in French I.....	3
	202	Second Year French	
		or	
	216	Outside Reading in French II.....	3
	292*	Pro-Seminar. (France in Perspective and	
		Contemporary Literature, 3 sem. hrs. each).....	6

	OR	
292**	Pro-Semester. (Conversation and Contemporary French Culture**)	6
311	French Composition and Conversation I	3
312	French Composition and Conversation II	3
314	French Civilization and Culture	3
426	Main Currents of French Literature and Culture	3

*France in Perspective and Contemporary Literature are taken as a group on the West Virginia University Campus, normally during one summer session, and are the Pro-Seminar Topics assigned by Fairmont State College.

**Conversation and Contemporary French Culture, for six credit hours, is taken in the West Virginia University French Program Overseas, in Cannes, France, during a summer session. This is optional, and may be taken instead of the summer campus program marked with one asterisk.)

Minor	24 sem. hr
Required Courses	15
101, 102, 201, 202, and one course from the 311-312 group	
Electives	9
Selected from any of the remaining French courses.	

GERMAN

(Division of Language and Literature)

The foreign language programs, emphasize the achievement of definite and functional results. An important component consists of systematically planned vocabulary building, whereby words are first learned in a simple context, reinforced by a methodical use of cartoons, works of art, and news photographs, all of which are shown by opaque and slide projectors. The vocabulary is later encountered again in the context of interesting reading especially selected to fit the general plan. The student completes each year with a firm and useful fund of language skill and broadened horizons. A ample component in German civilization and culture is included. A German minor is available, as well as course work for those desiring to do additional reading and supervision.

Minor	18 sem. hr
Required Courses	
101,102	First Year German, or equivalent.....6
201, 202	Intermediate German, or equivalent6
Electives from the following courses:	
210	Masterpieces of German Literature3
301	The German Novelle3
302	German-Drama and Lyric Poetry.....3
303	Special Topics.....3

JOURNALISM

(Division of Language and Literature)

Journalism is offered as a single teaching specialization or teaching major and as a minor that can be coupled with all the non-teaching majors offered at Fairmont State College. The journalism minor may also be used as a pre-journalism curriculum for students with junior standing planning to transfer to professional journalism school. Students enrolled in this program should consult the college where they will complete their degree for additional course requirements. Students in any discipline may elect to enroll in any of the courses, but attention should be paid to prerequisites, such as the fact that completion of Journalism 240 is necessary before enrolling in Journalism 312, 330, 340, 341, and 343. Enrollees should also be able to type before registering for any of these courses.

Because prospective teachers, both elementary and secondary, need to be aware of the impact of mass communications today, they should consider taking one or more of the introductory courses, such as Reporting I, Communications and Society, The Newspaper and Society, and the History of American Journalism. Secondary teachers, (7-12), whatever their major, may choose journalism as an additional teaching field. Those interested in advising school publications should complete the 24 hours required for teacher certification, grades 7-12. Because they deal with communications skills, English majors may find additional hours in journalism beyond the required reporting course helpful. They should consult journalism faculty about additional courses offered by the department.

Designed to meet the needs of both teaching and non-teaching students, the journalism program has five broad objectives: to develop an awareness of the tremendous impact of the mass media on society; to build a knowledge of the history of communications, its importance, laws, ethics and limitations of its freedom; to provide a knowledge of the tools and methods of the communications media; to evaluate data so as to separate facts and truth from chaff, misleading statements, and outright falsehood; and to give practical experience in writing and producing material for the media so that both journalism teaching majors and non-teaching majors are prepared for work in print or broadcast journalism.

Journalism students are urged to elect courses in language, literature, social studies, broadcasting and printing for working in communications. Non-teaching minors as well as students with journalism as a teaching specialization, must take active parts in publishing the college newspaper, *THE COLUMNS*, and the yearbook, *THE FOUND*, in order to receive departmental recommendation. Completion of course requirements without practical application as staffers on these publications is not sufficient preparation for effective journalists.

Minor B.A. and B.S. Degree		16 sem. hrs.
*Journalism	240	Reporting I.....3
	270	Communications in Society.....2
	280	History of American Journalism.....3
	312	Publications Problems.....3
	334	News Photography.....2
	343	Copy Editing and Makeup.....3

Journalism 240 should be followed as soon as possible by Journalism 343.

Curriculum for Teaching Field in Journalism

Single Teaching Field, Grades 7-12		24 sem. hrs.
Journalism	* 240	Reporting I.....3
	* 270	Communication in Society.....2
	* 280	History of American Journalism.....3
	* 312	Publication Problems.....3
	320	Principles of Advertising.....3
	334	News Photography.....2
	* 340	Journalism Practice.....2
	* 343	Copy Editing and Makeup.....3

Courses marked with an asterisk must be completed before admission to the Initial Performance Practicum.

Students in this field must complete an additional teaching field or specialization for Grades 7-12. Journalism 240 should be followed as soon as possible by Journalism 343 so students will be ready for practical experience working on campus publications.

A minimum of three elective hours are required to complete the requirements of the Journalism teaching field:

Journalism	271	The Newspaper and Society.....3
	330	Advanced Reporting.....3
	341	Journalism Practice.....2

LIBRARY SCIENCE

(Division of Language and Literature)

The library science program is designed to meet the needs of students preparing to quality for state certification as librarians in public schools, students who desire a minor that will prepare them for positions in public, academic, and special libraries, and students who are interested in preparing for graduate study in librarianship. Moreover, other students, regardless of subject interests, can profitably elect courses from library science offerings. An opportunity exists for Library Science students to earn money and gain work experience in the Fairmont State College Library.

Minor

24 sem. h.

Persons holding the Bachelor of Arts or Bachelor of Science degree, with a minor in library science, are prepared for employment in academic, public, or special libraries at the associate level. The library associate performs pre-professional tasks that require maturity of judgment, an appreciation of the philosophy of library service and the ability to respond to the needs of people using the library. This minor also provides the prerequisite requirements of many American Library Association accredited library schools.

Lib. Sci.	200	Reference and Bibliography	3
	210	Library Materials for Adolescents.....	3
	214	Selection of Adult Materials.....	3
	302	Cataloging and Classification	3
	304	Organization and Administration.....	3
	400	Library Practice	3
English	207	Children's Literature.....	3
Education	424	Educational Technology.....	3

Curricula for a Teaching Field as School Librarian

School-Library Media K-12

24 sem. h.

The purpose of this program is to prepare students for certification in elementary and secondary school librarianship. This teaching field (K-12) must be selected in combination with a specialization for classroom teaching. Library Science 400 is taken as part of the Initial Performance Practicum.

	* 120	Intro. to Lib. Sci.....	3
Lib. Sci.	* 200	Reference and Bibliography	3
	* 210	Library Materials for Adolescents.....	3
	* 302	Cataloging and Classification	3
	* 304	Organization and Administration.....	3
	400	Library Practice	3
English	* 207	Children's Literature.....	3
Education	* 424	Educational Technology.....	3

*Must be completed prior to admission to I.P.P.

SPANISH

(Division of Language and Literature)

The Spanish program emphasizes the achievement of definite and functional results in the speaking and reading of Spanish and in knowledge of the culture and way of life of Spain, Latin American, and the people of Latin American origin in the United States. The courses will be of interest to all those foreseeing a period of extensive commercial, political, and cultural contact with Latin America and Spain.

Division of Science and Mathematics

Biology, Chemistry, Geology, Mathematics, Physical Science, and Physics) BIOLOGY

The Department of Biology, Division of Science, program is designed to service both undergraduate non-majors and those pursuing major areas of study in Biological Science leading to either the A.B. in Education or the Bachelor of Science degrees as well as preparatory programs in pre-professional areas. The Department employs a highly specialized staff capable of instructing in specialty areas from Classical Biology to Molecular Biology. Field research and field studies are stressed highly as an integral part of the overall program. Facilities and equipment are available for independent research by students and/or staff.

The Department of Biology is located on the fourth floor of Hunt-Haught Hall which was completed in the summer of 1971. This modern facility consists of eight student laboratories, with modern equipment including closed-circuit TV, three search rooms, a photographic dark-room, animal room, and plant house.

The biology curriculum for both the Bachelor of Science and A.B. in Education has recently been revised so that students are required to complete 8 basic courses in biology designed to provide a comprehensive understanding of biology. Electives may be chosen at the student's discretion.

Advanced undergraduate students are regularly employed as paid laboratory assistants in most classes.

Bachelor of Science Degree

Major		55-57 sem. hrs.
Required Courses		26 sem. hrs.
*Biology	220 Invertebrate Zoology	4
*Biology	221 Vertebrate Zoology	4
*Biology	230 General Botany	4
Biology	310 Cell Biology	3
Biology	370 Plant Physiology	4
Biology	380 Genetics	3
**Biology	210 Field Biology	
	or	
Biology	285 Field Zoology	
	or	
Biology	290 Field Botany	3
Biology	490 Seminar in Biology	1
*Electives		10 sem. hrs.
Required Related Courses		19-21 sem. hrs.
Chemistry 101, 102		8
	or	
***Chemistry 105, 106		10
	Physics 101, 102	8
	Math 112 or higher	3

*One unit of high school Chemistry is required for Chemistry 105, 106. Students lacking high school Chemistry must enroll in Chemistry 101 and 102.

**10 hours of electives must be selected from the Biology curriculum.

*Field Zoology 285 or Field Botany 290 may be substituted for Field Biology 210. However, they are only taught during summer terms.

*No specific course sequence is required for Biology 220, 221, and 230. These may be selected by choice or as class enrollment dictates.

Minor			25 sem. h
*Biology	220	Invertebrate Zoology	4
*Biology	221	Vertebrate Zoology	4
*Biology	230	General Botany	4
Biology	310	Cell Biology	3
Biology	370	Plant Physiology	4
Biology	380	Genetics	3
**Biology	210	Field Biology	
		or	
Biology	285	Field Zoology	
		or	
Biology	290	Field Botany	3

*No specific course sequence is required for Biology 220, 221, or 230. These may be selected student's choice or as class enrollment dictates.

**Field Biology 210 may be substituted with Field Zoology 285 or Field Botany 290. Biology and 290 are taught during summer terms only.

Curriculum for Teaching Field in Biology

Single Teaching Field, Grades 7-12			46 sem.
Required in Biological Science			
*Biology	220	Invertebrate Zoology	4
*Biology	221	Vertebrate Zoology	4
*Biology	230	General Botany	4
*Biology	310	Cell Biology	3
*Biology	370	Plant Physiology	4
*Biology	380	Introduction to Genetics	3
*Biology	210	Field Studies in Biology	3
		or	
*Biology	285	Field Zoology	3
		or	
*Biology	290	Field Botany	3
Electives in Biological Science			
Required Related Courses			4 sem.
*Chemistry	101,102	General Chemistry	8
*Physics	101	Introduction to Physics	4
*Geology	102	General Geology	3
Science	431	Met. & Mat. in Teaching Science	2
(Offered only second semester of each year)			

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

**No specific course sequence is required for Biology 220, 221, or 230. These may be selected student's choice or as class enrollment dictates.

***Field Biology 210 may be substituted with Field Zoology 285 or Field Botany 290. Both of these courses are taught during summer term only.

CHEMISTRY

(Division of Science and Mathematics)

Three programs are available for students who wish to specialize in chemistry:

1) The B.S. degree with a major in chemistry provides a well-balanced program of courses in the major fields of chemistry, as well as mathematics and physics. A student completing this program will be able to compete with graduates of most colleges and universities for positions in industry, federal agencies, and graduate schools in chemistry.

2) The A.B. degree in chemistry includes a less rigorous grounding in mathematics but provides background suitable for employment in chemical or health-related agencies or industrial laboratories. It is an ideal pre-medical curriculum or it can

de a stepping stone to graduate school in biochemistry, pharmacology, or related fields.

3) The A.B. in Education with a teaching field in chemistry equips the graduate to teach chemistry in any secondary school or to pursue graduate studies in Science Education.

Bachelor of Science Degree

Major			64-67 sem. hrs.
Required courses			44 sem. hrs.
Chemistry	105, 106	Chemical Principles	10
	205	Analytical Chemistry	4
	206	Instrumental Analysis	5
	305, 306	Organic Chemistry	10
	405, 406	Physical Chemistry	8
	440	Intermediate Organic Chemistry	3
	450	Intermediate Inorganic Chemistry	3
	460	Seminar	1
Related courses			20-23 sem. hrs.
Physics	101, 102	Introduction to Physics	8
Mathematics through Calculus III			12-15

Bachelor of Arts Degree

Major			54 sem. hrs.
Required Courses			39 sem. hrs.
Chemistry	105, 106, 205, 206, 305-306 (10 sem. hrs.)		
	340, 440, 450, 460		
Related courses			15 sem. hrs.
Physics	101, 102		
Mathematics	112, 115		
Minor			19-20 sem. hrs.
Required Courses			
Chemistry	105, 106 and either 205, 206, and or 305, 306 (10 hrs.)		

Curriculum for Teaching Field in Chemistry

Single Teaching Field, Grades 7-12			36 sem. hrs.
Chemistry	* 105, 106	Chemical Principles	10
Chemistry	* 205	Analytical Chemistry	4
Chemistry	* 206	Instrumental Analysis	5
Chemistry	* 305	Organic Chemistry	4
Chemistry	* 340	Physical Approach to Modern Chemistry	3
Physics	* 101, 102	Introduction to Physics	8
Science	* 431	Meth. & Mat. in Teaching Science (offered only second Semester each year)	2
Chemistry	101, 102, 103	may be substituted for 105, 106 in all programs.	

Courses marked with asterisk must be completed prior to admission to the Initial Performance Curriculum.

GEOLOGY

(Division of Science and Mathematics)

Geology is offered as a fulfillment of the General Studies requirement and as an integral part of various science-oriented teaching fields.

MATHEMATICS

(Division of Science and Mathematics)

Students who major in Mathematics may satisfy the requirements for at least one of four options: (1) The Bachelor of Arts in Mathematics as preparation for graduate study in Mathematics. (2) The Bachelor of Science in Mathematics as a preparation for work in computing or for graduate study in computer science. (3,4) The Bachelor of Arts in Education (with a single teaching field or a subject specialization) as preparation for teaching Mathematics.

Math 116, 315, 316, and 361 are included in the requirements of each of the first three options and should be completed early in the programs.

It is expected that students will present a minimum of four units of high school mathematics including two units of algebra, one unit of integrated geometry (or equivalent), and a four unit requiring algebra and geometry as prerequisites. Students who present less than this expected preparation may be required to complete appropriate lower level courses in addition to the state requirements.

Students should consult with their adviser concerning credit for prerequisites and special examinations for course credit. (See advanced standing credit.)

Major (B.A. degree)

30 sem. h

Required Courses

21

116	Calculus I	4
315	Calculus II	4
316	Calculus III	4
361	Abstract Algebra	3
391	Introduction to Analysis	3
401	Differential Equations	3

Electives in Mathematics

9

(To be selected by student and adviser)

Major (B.S. degree)

30 sem. h

Required Courses

21

116	Calculus I	4
315	Calculus II	4
316	Calculus III	4
335	Probability and Statistics	3
361	Abstract Algebra	3
362	Linear Algebra	3

Electives in Mathematics

6

(To be selected by student and advisor)

Related Courses

EDP 103 FORTRAN Programming I	3	3
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Minor

21 sem. h

Required 116, 315, 316

12

Electives to be selected with advisor's approval. Three courses from the following with at least one from each group

9

Group I

335	Probability and Statistics I	3
336	Probability and Statistics II	3
342	Numerical Analysis	3
362	Linear Algebra	3
401	Differential Equations	3

Group II

200	Mathematical Logic	3
206	Introduction to Theory of Numbers	3
361	Abstract Algebra	3
391	Introduction to Analysis	3
411	Advanced Calculus	3

Curricula for Teaching Field and Specialization in Mathematics

Mathematics Subject Specialization 4-8 15 sem. hrs.

Math	210.....	3
Math	115.....	4
Math	372.....	

or

Math 323	3
Math 212	

or

	Math 361	3
Math	431	2

Single Teaching Field 7-12

33 sem. hrs.

115	Intermed. Math II.....	4
116	Calculus I.....	4
315	Calculus II.....	4
316	Calculus III.....	4
361	Abstract Algebra.....	3
372	Modern Geometry.....	3
431	Meth. & Mat. Tchng. Math.....	2

Electives from the following courses.....9

200	Mathematical Logic.....	3
206	Intro. to Theory of Numbers.....	3
212	Sets, Relations, and Functions.....	3
214	History of Math.....	3
335	Probability and Statistics.....	3
342	Numerical Analysis.....	3
362	Linear Algebra.....	3
375	Topology.....	3
391	Intro. to Analysis.....	3
411	Advanced Calculus.....	3
413	Intro. to Complex Variables.....	3

PHYSICS—
PHYSICAL SCIENCE

(Division of Science and Mathematics)

The Department of Physics—Physical Science offers a minor field for students obtaining a Bachelor of Science or a Bachelor of Arts degree. Instruction is offered for students entering professions where a fundamental knowledge of physics is required.

An A.B. in Education degree with a specialization in secondary-school physics is offered with emphasis on promoting inquiry and further study as well as competency in teaching.

Bachelor of Science
or Bachelor of Arts Degree

Minor

31 hours

Required Courses

- Physics 101, 102, and 310
- Physics 320, 321, or 420, 421
- Physics 340
- Mathematics 112, 115, and 116

Curricula for Teaching Fields and Specializations in Physics and General Science Single Teaching Field

Physics, Single Teaching Field, grades 7-12			33 sem. h
Chemistry	* 101	General Chemistry.....	4
Chemistry	* 102	General Chemistry.....	4
Physics	* 101	Introduction to Physics	4
Physics	* 102	Introduction to Physics	4
Physics	201	Demonstrations in Physics	2
Physics	* 310	Electricity and Electronics.....	4
Electives		Minimum of 6 hours in Physics.....	9
		Chemistry 0-3 hrs.	
		Physics 6-9 hrs.	
Science	431	Methods and Materials in Teaching Science.....	2
		(offered only second semester of each year)	
General Science, Single Teaching Field 7-12			35 sem. h
*Biology	101-102.....		8
*Chemistry	101-102.....		8
*Geology	101-102.....		6
*Physics	101-102.....		8
*Physics	202.....		3
*Phys. Sci.	431.....		2
General Science, Subject Specialization 4-8			31 sem. h
*Phys. Sci.	100.....		2
*Phys. Sci.	103.....		2
*Phys. Sci.	105.....		2
*Biology	101-102.....		8
*Biology	210 or 315 or 330.....		3
*Biology	170.....		4
*Phys. Sci.	201-202.....		6
*Phys. Sci.	412.....		2
*Phys. Sci.	431.....		2

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

Division of Social Science

(Social Studies, History, Geography, Philosophy, Political Science,
Psychology, Sociology)

The Social Studies program (comprehensive and subject specialization) is intended primarily for students preparing to teach in the elementary or secondary schools and can be selected only by those seeking a B.A. in Education degree. It is designed to provide an interdisciplinary foundation necessary for teachers entering an integrated social studies program. Students desiring to teach a particular subject such as history, for example, should determine the preparation desirable and augment the program with appropriate elective hours.

Curricula For Teaching Field and Specializations in Social Studies			
Social Studies Comprehensive 7-12			57 sem. h
Core Courses:			
History	107, 108.....		6
History	111, 112.....		6
History	302.....		3
History	319.....		3
History	341.....		3

Sociology	110.....	3
Sociology	200.....	3
Pol. Sci.	103.....	3
Pol. Sci.	200.....	3
Geography	210.....	3
Geography	305, 315, 330, 340, 350, 360, 370.....	3
Economics	200.....	3
Sociology	301.....	3
Soc. Sci.	499.....	3
Soc. Sci.	431.....	2

In addition, student-teachers are to choose *one* of the following options:

Option 1. Social Science Advanced Studies 9 sem. hrs.

These advanced studies in the social sciences allow prospective teachers to explore, understand, and practice the state guidelines for teacher education and the corresponding competencies in greater depth than in introductory core courses; These may be chosen from:

Economics	202, 301, 302, 303
Geography	305, 315, 330, 340, 350, 360, 370
Political Science	201, 203, 205, 304, 305, 310, 404, 410, 411, 412, 413
Sociology	305, 310, 330, 340, 430, 450
Psychology	101, 102, 210, 230, 250, 300, 330, 393, 410, 491, 493, 494, 495

History: History courses are developed to contribute to the fulfillment of State Guidelines for Teacher Education. The only exception to this is History 410 Area Study. Since the content of this course is determined by the instructor, it is not possible to guarantee that it would always contribute to the fulfillment of the State Guidelines. *History 410 is specifically excluded.*

Option 2. A second teaching field outside the social sciences, grades 7-9, 7-12.

Social Studies Subject Specialization 4-8 39 sem. hrs.

History	107, 108.....	6
History	111, 112.....	6
History	302.....	3
History	319.....	3
History	341.....	3
Geography	210.....	3
Pol. Sci.	103.....	3
Sociology	110.....	3
Economics	200.....	3
Sociology	301.....	3
Soc. Sci.	499.....	3

Social Studies Subject Specialization, grades 7-9 42 sem. hrs.

History	107, 108.....	6
History	111, 112.....	6
History	302.....	3
History	319.....	3
History	341.....	3
Geography	210.....	3
Pol. Sci.	103.....	3
Sociology	110.....	3
Economics	3
Sociology	301.....	3
Soc. Sci.	499.....	3

In addition choose *one* of the following:

History or		
Sociology	381.....	3
History	373.....	3
History	371.....	3
History	331.....	3
Sociology	200.....	3
Pol. Sci.	200.....	3
Pol. Sci.	305.....	3

Pol. Sci	
& Psychology 393	3
Pol. Sci. 404	3

HISTORY

(Division of Social Science)

Every field of thought and activity has a history, which is the pattern of its development through time. The work of the historian is to discover patterns of development and to combine them into a coherent exposition and interpretation of human existence. This is done by reasoning inductively from evidences of the past such as written documents, verbal testimony, and significant physical remains.

The great advances of historical study are:

- (1) Emphasis on developmental and evolutionary aspects of human experience.
- (2) Examination of many different fields of human activity.
- (3) Freedom to select from insights and methods of many other fields.

Major	30 sem. hrs
Required Courses	
107, 108 United States History	6
111, 112 History of Civilization	6
Elective Courses	15
Social Science 499	3

Twelve semester hours in history are to be elected with the advisor's approval but must include at least one course from each of the three groups listed below.

Minor	18 sem. hrs
Required Courses	
107, 108 United States History	6
111, 112 History of Civilization	6
Elective Courses	6

Group I. United States History	
302 West Virginia	3
312 Diplomatic History of the United States	3
315 Colonial America	3
316 The American Federal and National Period	3
317 Civil War and Reconstruction	3
318 Gilded Age to the Great Crash	3
319 Recent America	3
320 American Economic History	3
326 American Constitutional Development	3
371 Social and Intellectual History of the United States	3
373 Social History of the American Woman	3
380 Afro-American History and Culture	3
381 Black Man In America	3
390 The Ecology of Man	3

Group II. Topical Studies in World History.	
250 History of Technology	3
331 Revolutions in History	3
342 Military and Diplomatic History	3
343 Urban History	3
344 Heroes and Hero Worship: Great Leaders of the 20th Century	3
375 Philosophy of History	3

Group III. World-Regional Histories.

A. Western Europe.

305 England	3
325 Mediaeval Europe	3

330	Early Modern Europe	3
340	Modern Europe	3
341	Recent Europe	3
376	Civilization—A Personal View	3
B. Eastern Europe.		
450	Russia	3
451	Soviet Union	3
452	Eastern Europe	3
C. Africa.		
353	Africa I	3
354	Africa II	3
D. Latin America.		
350	Latin American: Colonial Period	3
351	Latin America: National Period	3
455	ABC Powers of Latin America	3
E. Asia.		
420	East Asia I	3
421	East Asia II	3
422	South Asia	3
423	Southeast Asia	3
F. Area Study.		
410	Area Study	3

GEOGRAPHY

(Division of Social Science)

Geography minors have the opportunity to (1) acquire an introductory background of geography, (2) analyze and explain the interrelations between man and his environment including the physical, cultural, economic, political activities and problems, the resource base, and (3) study spatial variations in physical, social, economic and political phenomena of major world regions.

Minor B.A. and B.S. Degree 18 sem. hrs.

Required Courses in Geography

210	Introduction to Geography	3
305	Economic Geography	3
315	Urban Geography	3

Electives

Any other courses in geography		
and 101	Geology	9

PHILOSOPHY

(Division of Social Science)

Philosophy is neither dogma, nor advice for daily living, nor a body of comforting truisms and witty generalizations. Neither is philosophy an attempt to simplify reality, to transform it, or to explain it away. Rather, philosophy examines the premises on which systematic thought may rest; it explores the types of thought that may be produced in such areas of concern as ethics, politics, aesthetics, metaphysics, and epistemology; and it evaluates the advantages and penalties inherent in various modes and systems of thought. Thus philosophy encourages the thinking person to think well; to develop his self-conception and his world-view, his values, expectations, commitments and loyalties in a rational and realistic manner.

Minor, B.A. and B.S. degree 15 sem. hrs.

Required Courses

200	Introduction to Philosophy	3
250	The Western Philosophical Tradition	3
400	Seminar	3

Electives.....	6
Any other courses in Philosophy.....	

POLITICAL SCIENCE

(Division of Social Science)

The political science curriculum is designed to provide an understanding of the political process in its many manifestations, including among other things: (1) the structure of government institutions; (2) the political behavior of individuals and groups; (3) the study of public problems characteristic of modern societies; and (4) consideration of the interrelationships of institutions at different levels of our own government as well as those of others.

The principle objectives of the Department of Political Science are: (1) to lay the basic for an understanding of governmental and administrative processes for those individuals planning public service careers in national, state, or local government; (2) to convey a facility for the substance and methods of the study of government and politics as preparation for graduate work in political science or public administration; and (3) to provide thorough pre-professional training for those students anticipating law school.

Courses offered in the Department allow students to concentrate in broad field and to develop more specialized programs reflecting their particular interests. Generally, 100-200 level courses are survey courses and 300-400 level courses are specific topic courses. While both the major and minor in political science typically consist of necessary introductory work, the departmental faculty strongly urges students to take 200, 240, and 470. Programs should be planned in consultation with an adviser, and the student himself is encouraged to explore a variety of courses.

Major	30 sem. hrs
Required Courses	
103 American National Government.....	3
200 Introduction to Political Science	3
Electives in Political Science	24

Minor	18 sem. hrs
Required Courses	
103 American National Government.....	3
200 Introduction to Political Science	3
Electives	
Any other Political Science Courses	12

PSYCHOLOGY

(Division of Social Science)

The Psychology curricula represent the dynamic place that psychology, the science of behavior, holds in the evolution of academia and society. Through three alternative tracks for a Bachelor of Science Degree and varied course offerings, the Curricula meet the demands of majors, minors, the campus community, and the community beyond the campus.

While only one Bachelor of Science Degree in psychology is conferred, there are three alternative tracks from which a major may be chosen.

The General Program for majors or minors provides students a sound background of course work in basic psychology that is an excellent preparation for graduate school in psychology or allied behavioral sciences. Further, these courses fulfill a need for understanding and information sought by students and community members dealing with problems of both personal and societal adjustments. There is a minor offered with this track of the Curriculum.

The Technical Programs offer a preprofessional degree in either Community Service or Industrial-Personnel Psychology. These programs, founded upon basic psychology courses from the General Program, develop marketable skills that prepare the graduate for a career in the use of psychological techniques and principles applied to community and industrial situations. There is no minor offered with these tracks.

Students interested in psychology as a major should consult a member of the psychology department during their freshman year for assistance in proper pacing and selection of electives.

Bachelor of Science Alternative Tracks

A. General

Major	37 sem. hrs.
Required Courses	
101 Introduction to Psychology I	3
102 Introduction to Psychology II	3
210 Personal Adjustment	3
*230 Social Psychology (Same as Soc. 305)	3
240 Statistics	4
300 Abnormal	3
310 Experimental	3
330 Developmental	3
350 Physiological	3
370 Theories of Learning	3
400 Psychological Assessment	3
460 Seminar	3

For credit towards a Degree or Minor in Psychology, this course must be registered under psychology 230. Credit for both Psychology and Sociology is not permitted.

Minor

Required Courses	18 sem. hrs.
101 Introduction to Psychology I	3
102 Introduction to Psychology II	3
Any two courses from the 200 Level	6
Any two courses from the 300 or 400 Levels	6

B. Industrial-Personnel

Major	46 sem. hrs.
Required General Courses	31 sem. hrs.
101 Introduction to Psychology I	3
102 Introduction to Psychology II	3
210 Personal Adjustment	3
*230 Social Psychology (Same as Soc. 305)	3
240 Statistics	4
260 Industrial and Personnel	3
310 Experimental	3
360 Human Learning	3
400 Psychological Assessment	3
460 Seminar	3
Required Technical Courses	15 sem. hrs.
481 Methods I	3
483 Methods II	3
485 Advanced Psychometrics	3
487 Practicum I	3
489 Practicum II	3

For credit towards a Degree or Minor in Psychology, this course must be registered under psychology 230. Credit for both Psychology and Sociology is not permitted.

C. Community Service**Major****52 sem. hrs.****Required General Courses****28 sem. hrs.**

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
210	Personal Adjustment	3
240	Statistics	4
250	Community Psychology	3
300	Abnormal	3
330	Developmental	3
400	Psychological Assessment	3
460	Seminar	3

Required Technical Courses**12 sem. hrs.**

491	Psychopathology of Childhood and Adolescence	3
493	Aging	3
495	Delinquency	3
Any two of the above three		
497	Practicum I	3
498	Practicum II	3

Required Elective Courses**12 sem. hrs.**

Usually courses from disciplines outside of Psychology. Electives decided upon in consultation with consent of adviser.

Psychology Minor

While the psychology minor may interest many as a form of intellectual serendipity or in an inappropriate attempt at self-understanding, its greatest strength and usefulness is as a well-coordinated adjunct to the declared discipline of interest in study. The psychology curriculum is varied enough that certain courses can offer valuable insights into the relationships between a given major and human behavior. To insure the selection of relevant courses, students interested in obtaining a psychology minor should discuss their plans with a psychology faculty member before completing more than 9 hours in psychology. Although this is not an institutional requirement, it is in the interest of the student to do so.

Minor**18 sem. hrs.****Required Courses**

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
Any two courses from the 200 Level		6
Any two courses from the 300 or 400 Levels		6

SOCIAL WORK**(Division of Social Science)**

The social work curriculum is designed to prepare graduates for a beginning level of professional practice and/or graduate study. It is a comprehensive major (no minor required) with a strong liberal arts background and extensive theory and practical content in social work. A field placement experience is required during the junior and senior year.

The student will develop a generic base for professional practice including intervention techniques and methods for all client systems. The student is expected to acquire and interpret values as they relate to the social work profession. Professional ethics must be developed with an ability to enhance the social functioning of individuals, families, groups and communities within the helping relationship.

BACHELOR OF SCIENCE—SOCIOLOGY (SOCIAL WORK)**Major****39 sem. hrs.**

Social Work	210	Introduction to Social Work	3
	211	Interpersonal Skills Seminar	2
	300	Social Welfare Policies and Services I	3

302	Practice Interventions I.....	3
304	Practice Interventions II	3
400	Social Welfare Policies and Services II	3
402	Practice Interventions III	3
404	Practice Interventions IV	3
412	Senior Seminar	2
485	Practicum	7
488	Practicum	7

Required general studies and electives for the Social Work Major:

Biology 101, 102.....	8
Political Science 103, and 204 or 205	6
Economics 200 or 201 and 202.....	6
History 108, 112.....	6
Psychology 101, 210, 300, 330	12
Sociology 110, 200, 301, 240, 305, 460	18
Sociology 450 or History 381 or English 351.....	3

SOCIOLOGY

(Division of Social Science)

The Sociology Department provides two distinct program alternatives for students who major in the B.S. program in Sociology: 1)The General Emphasis in Sociology and 2)The Social Work Emphasis in Sociology.

General Emphasis Program

The General Emphasis Program will expand a students ability to question and understand various forms of social interaction in social and cultural systems. Here the department will provide knowledge of the substantive areas of sociology and anthropology, the use of concepts and research techniques of sociological investigation, and background in sociological theory.

Major, General Emphasis

30 sem. hrs.

Required Courses

18

110	Introductory Sociology.....	3
200	Social Problems.....	3
240	Nonparametric Statistics.....	3
301	Anthropology.....	3
460	Methods of Social Research.....	3
470	Sociological Theory	3
Electives in Sociology		12

Minor, General Emphasis

18 sem. hrs.

Required Courses

9

110	Introductory Sociology.....	3
200	Social Problems.....	3
301	Anthropology.....	3

Electives in Sociology

9

TECHNOLOGY

(Division of Technology)

The primary purpose of the Division of Technology is to acquaint students with the nature and role of technology in contemporary cultures. Through three distinct degree programs, students discover and develop the skills that will enable them to contribute to technological advancement in the future.

The three academic programs offered through the division lead to the Bachelor of Science degree in Industrial Arts (Technology) Education, the Bachelor of Science degree in Engineering Technology, and an Associate in Science degree in Engineering

Technology, In each of the three curricula, students are expected to utilize sound intellectual decision-making processes mindful of the human-cultural-technic complex of society.

ENGINEERING TECHNOLOGIES

B.S. ENGINEERING TECHNOLOGY

Students working toward the Bachelor of Science degree in Engineering Technology will be primarily concerned with applying established scientific and engineering knowledge and method. A strong background in mathematics and science is recommended for entry into this program. The curriculum, including general education courses in business, the humanities, science and math, emphasizes the relationships of the various disciplines to technological processes in industry.

Areas of concentration include construction technology, drafting/design technology, electrical/electronic technology, industrial technology, mechanical technology, mining technology, and printing technology.

Careers available for graduates of this program include working as part of an engineering team, or in middle management positions that require a unique knowledge of the technical aspects of the manufacturing process.

B.S. ENGINEERING TECHNOLOGY

General Education

Music 205	Music Appreciation	2
or		
Art 255	History and Appreciation of Art	2
Speech 101	Fundamentals of Speech	3
English 104	Written English	3
108	Written English	3
109	Technical Report Writing	3
250	Survey of English Literature	3
260	Survey of American Literature	3
Soc. Stu.	(Economics, Geography, History, Political Science, Sociology).....	12
Phys. Ed. 100	Basic Physical Education	2
Chemistry 101,102	General Chemistry	8
Physics 101,102	Introduction to Physics	8
Math 101	Applied Technical Math I	3
102	Applied Technical Math II	3
Business 309	Industrial Organization and Mgmt	3
310	Statistics	3
EDP 100	Intro. to Electronic Data Processing	3

33 sem. h

65 sem. h

Required Related Courses

Tech 103	Basic Electricity	3
112	Basic Electronics	4
121	Drafting	3
170	Statics	3
182	Materials & Processes of Industry	3
190	Industrial Orientation	1
193	Personnel Prob. & Labor Rel.	3
194	Personnel Administration	3
270	Strength of Materials	3
300	Engineering Analysis	4

30 sem. h

Concentration (Select one)

CONSTRUCTION TECHNOLOGY		
Tech 224	Architectural Drafting	4
321	Structural Drafting	2
322	Architectural Design	2
367	Const. Theory	4

33 sem.

372	Surveying I.....	3
373	Computing & Estimating	2
472	Surveying II	3
473	Contracts & Specifications.....	2
474	Codes & Practices.....	2

*Electives.....		9
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DRAFTING—DESIGN TECHNOLOGY

Tech	221	Graphic Illustration.....	2
	224	Architectural Drafting.....	4
	225	Jigs, Fixtures & Machine Design.....	4
	274	Graphic Solutions	2
	321	Structural Drafting	2
	322	Architectural Design	2
	323	Electrical Drafting.....	2
	324	Drafting Room Techniques	4

*Electives.....		11
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ELECTRICAL—ELECTRONICS TECHNOLOGY

Tech	203	Electrical Measurements Lab.....	4
	210	Intro. to Computer Electronics	2
	315	Industrial Electronics & Controls I.....	2
	318	Industrial Electronics & Controls II.....	2
	319	Advanced Electronics	4
	410	Digital Electronics	4
	418	Advanced Elect. Theory	4

*Electives.....		11
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INDUSTRIAL TECHNOLOGY

Tech	168	Welding.....	4
	171	Machine Shop	4
	294	Safety Laws & Ins. (OSHA).....	3
	377	Time & Motion Study	2
	378	Plant Layout & Mat. Handling	2
	379	Industrial Economy.....	3
	477	Industrial Management.....	2
	478	Production Controls	3

*Electives.....		10
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MECHANICAL TECHNOLOGY

Tech	206	Electrical Machinery.....	4
	346	Fluid Power	4
	360	Metallurgy	2
	371	Thermodynamics	3
	445	Fluid Mechanics	3
	475	Dynamics	3
	479	Power Plants	3

*Electives.....		11
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MINING TECHNOLOGY

Tech	195	Mining & Safety Engineering	2
	203	Electrical Measurements	4
	206	Electrical Machinery	4
	291	Mining Drafting.....	2
	292	Mining Equip., Controls and Applications	3
	315	Industrial Electronics and Controls I	2
	318	Industrial Electronics and Controls II.....	2
	323	Electrical Drafting.....	2
	346	Fluid Power	4
	360	Metallurgy	2
	372	Surveying	3

*Adviser's consent required.

	395	Mine Design, Ventilation and Drainage	3
		<i>PRINTING TECHNOLOGY</i>	
Tech	138	Comp. & Photo Mech. Prep.	3
	231	Image Transfer Mechanisms	3
	232	Continuous Tone Photography	2
	235	Estimating	3
	237	Layout and Design	3
	238	Graphic Arts Photography	3
	332	Printing Techniques	4
	334	Adv. Continuous Tone Photo	3
	335	Printing Plant Management	3
	434	Color Separation	3
*Electives			3
		<i>ELECTIVES</i>	
Tech	492	Work Study Seminar	4
	493	Work Exp. Lab.	8
	496	Guided Design Seminar	1-4
		<i>Power Option</i>	
	148	Engine Theory	4
	150	Carburetion & Ignition Theory	4
	149	Power Transfer Theory	4
		or	
	151	Hydraulic & Suspension Systems	4
		or	
	153	Electrical Sys.—Air Cond.	4
		<i>Manufacturing Option</i>	
	168	Welding	4
	171	Machine Shop	4
	364	Manufacturing Processes	4
		<i>Mining Option</i>	
	195	Mining & Safety Engineering	2
	291	Mining Drafting	2
	292	Mining Equip. Controls & Application	3
	395	Mine Design, Ventilation & Drainage	3
Approved elective			2

CURRICULA FOR TEACHING FIELDS AND SPECIALIZATION IN TECHNOLOGY EDUCATION (A.B. Industrial Arts)

The program in Industrial Arts is concerned with the principles and concepts of a technological society. Coursework includes a study of the various concepts of industry such as the application of mechanisms, the influence of automation and mass production, creation of new ideas and products, consumer literacy, efficient application of leisure time and career exploration. Areas of concentration include construction, drafting, electricity/electronics, graphic arts, metals, power and wood.

Graduates of the industrial arts education program are certified to teach in the middle, junior and senior high school. The Fairmont plan for preparing industrial arts teachers is a comprehensive course of study in which technical subjects are closely correlated with general education, the sciences, humanities and fine arts.

A.B. Technology Education (Industrial Arts)

128-132 sem. hrs.

General Education

40 Sem. hrs.

English	104	Written English	3
	108	Written English	3
Speech	210	Speech for the Teacher	3
Phy. Ed.	100	Basic Physical Education	2
Music	205	Music Appreciation	2
or			
Art	255	History and Appreciation of Art	2

English	250	Survey of English Literature	3	
	260	Survey of American Literature	3	
Math	205	Fundamental Concepts of Math.....	3	
Science		(Chemistry, Biology, Physical Science, Physics or Geology).....	6-9	
Soc. Stu.		(Economics, Geography, History, Political Science, Psychology, Sociology).....	12-15	
Subject Specialization, Grades 4-8				23 sem. hrs.
Tech	200	Communications	4	
	201	Production	4	
	202	Transportation	4	
	483	Multiple Activities	4	
	182	Materials of Industry	3	
	380	Man and Technology.....	2	
	381	Organ. & Admin. of Industrial Arts.....	2	
*Single Teaching Field (Multiple Activities), Grades 7-12				41 sem. hrs.
Tech	200	Communication	4	
	201	Production	4	
	202	Transportation	4	
	483	Multiple Activities	4	
	103	Basic Electricity	3	
	121	Drafting.....	3	
	135	Printing Processes.....	3	
	164	Wood Technology	3	
	182	Materials of Ind	3	
	169	Metal Processing	3	
	154	Power Transfer Systems.....	3	
	380	Man and Technology.....	2	
	381	Organ. & Admin. of Industrial Arts.....	2	
Comprehensive, Grades 7-12, (Select Two)				19-24 sem. hrs.
<i>Construction</i>				
Tech	164	Wood Technology	3	
	268	Building Construction	4	
	367	Construction Theory and Lab	4	
	474	Codes and Practices	2	
<i>Drafting</i>				
	121	Drafting.....	3	
	221	Graphic Illustrations	2	
	224	Architectural Drafting.....	4	
	225	Jigs, Fixtures, & Machine Design.....	4	
<i>Electricity</i>				
	103	Basic Electricity	3	
	112	Basic Electronics.....	4	
	203	Electrical Measurements	4	
	315	Industrial Electronics and Controls	2	
<i>Graphic Arts</i>				
	135	Printing Processes	3	
	231	Image Transfer Mechanisms	3	
	238	Graphic Arts Photography	3	
	237	Layout and Design	3	
<i>Metals</i>				
	169	Metals Processing	3	
	168	Welding.....	4	
	171	Machine Shop	4	
	364	Manufacturing Processes	4	
		or		
	262	Welding.....	2	
<i>Power</i>				
	148	Engine Theory	4	

	150	Carburetion & Ignition.....	4
	151	Hydraulic & Suspension Systems.....	4
	154	Power Transfer Systems.....	3
	<i>Woods</i>		
	164	Wood Technology.....	3
	385	School Shop Maint.....	2
	382	Furn. Construction & Design.....	2
	391	Wood Finishing.....	2
	482	Cabinet Making.....	2
	491	Advanced Woodworking.....	2
Professional Education			27 sem. h
Education	200	Intro. to Education.....	2
	250	Foundations of American Education.....	2
	302	Human Growth and Development.....	3
	303	Educational Psychology.....	3
Tech	431	Met. & Mat. in Teaching Industrial Arts.....	2
Professional Block (I.P.P.)			15

**A student selecting the Multiple Activities Certification may qualify for any of the approved Unit Laboratory specializations by completing six (6) hours of credit from the desired technical area which must be in addition to the minimal hours required for the Multiple Activities Certification. By permission only.

Students pursuing a Multiple Activities Certification as a first field will be required to qualify in a second teaching field.

The Multiple Activities Certification will qualify for a second teaching field for those having first teaching field in another discipline.

HOME ECONOMICS
(Division of Technology)

Home Economics is defined as the study of human and material forces that affect families and individuals and the interaction between them. It is a profession having dual role; first, developing concepts, skills and values that contribute to a rewarding and satisfying life and secondly, utilizing these skills for gainful employment. It has synthesized knowledge from its own research and from the physical, biological and social sciences and will apply this knowledge to the improvement of human life. A broad based program is needed for Home Economics at the undergraduate level including the areas of: clothing and textiles; family relations and child development; foods and nutrition; home management and family economics; and housing and home furnishings. The supporting fields should provide a strong interdisciplinary base in order that students may understand individuals and families in contemporary society.

Major			55 sem. h
Required Courses			39
	101	Principles of Clothing Construction.....	3
	103	Principles of Clothing Selection.....	2
	201	Principles of Food Selection and Preparation.....	3
	202	Advanced Foods.....	2
	210	Textiles.....	3
	251	Applied Design.....	2
	303	Nutrition.....	3
	310	Family Life Education.....	3
	312	Consumer Education.....	3
	315	Home Management.....	3
	316	Equipment.....	2
	318	Home Management Problems.....	2
	320	Home Planning and Furnishing.....	3
	330	Child Care and Development.....	3

331 Adolescent Development.....	2
Required Related Courses	16
Chemistry 101, 102 General Chemistry.....	8
Biology 101, 102 Intro. to Biology.....	8
Minor	26 sem. hrs.
Same requirements as listed under Home Economics Subject Specialization for grades 7-9.	

Curricula for Teaching Field and Specializations in Home Economics	
Comprehensive Vocational, 7-12	44 sem. hrs.
Clothing—Textiles	
*101 Principles of Clothing Construction	3
*103 Principles of Clothing Selection	2
*210 Textiles	3
Human Development and the Family	
*310 Family Life	3
*330 Child Development.....	3
331 Adolescent Development.....	2
332 Child Development Problem.....	1
Foods—Nutrition	
*201 Principles of Food Selection and Preparation	3
*202 Advanced Foods.....	2
*303 Nutrition	3
Home Management—Family Economics	
*312 Consumer Education	3
*315 Home Management.....	3
318 Home Management Problems.....	2
Housing, Home Furnishing, Equipment	
*251 Applied Design.....	2
316 Household Equipment	2
*320 Housing and Home Furnishing	3
Education	
430 Methods in Vocational and Adult Education	2
431 Methods and Materials in Teaching Home Economics.....	2

Courses marked with an asterisk must be completed prior to admission to the Initial Practical Curriculum.

Subject Specialization 4-8	26 sem. hrs.
103 Principles of Clothing Selection	2
201 Principles of Food—Selection & Preparation.....	3
*210 Textiles	2
251 Applied Design.....	2
305 Nutrition in Public Schools.....	3
*312 Consumer Education	2
*315 Home Management.....	2
320 Housing and Home Furnishing	3
330 Child Development.....	3
331 Adolescent Development.....	2
431 Methods and Materials in Teaching Home Economics.....	2

Courses would have a variable credit value to two hours for the specialization program.

Subject Specialization 7-9	28 sem. hrs.
*101 Principles of Clothing Construction	2
103 Principles of Clothing Selection	2
201 Principles of Food—Selection & Preparation.....	3
*210 Textiles	2
251 Applied Design.....	2
305 Nutrition in Public Schools.....	3
*310 Family Life	2
*312 Consumer Education	2
*315 Home Management.....	2

320	Housing and Home Furnishing.....	3
330	Child Development.....	3
**431	Methods and Materials in Teaching Home Economics.....	2

*Courses would have a variable credit value of two hours for the specialization program.

**Methods and Materials 431 would not be required for a specialization in a non-teaching program. (Bachelor of Science Minor)



REQUIREMENTS FOR THE BACHELOR OF ARTS DEGREE IN EDUCATION

(Division of Education)

The education of teachers at Fairmont State College is designed to utilize the co-operative functions of the academic disciplines and the Division of Education. The College believes that adequate preparation for teaching requires a rich and comprehensive experience in general education, a concentration in at least one academic specialization and certain attitudes, knowledges, skills and performances which characterize effective teaching.

The role of today's teacher, as viewed by the College, has changes from that of a purveyor of information" to a "manager of the learning environment". This change has resulted from integrating humanism and instructional technology to create a frame of reference in which the realization of individualized and personalized learning is paramount.

The overall objective of the College's teacher education program is to produce a graduate with enough experience and expertise to function effectively in the several differentiated roles required of most teachers in today's society. The prospective teacher at the College will actively observe and participate in the varied roles within the overall "manager model" context. The major determinant of the emphasis accorded each role will be determined primarily by the academic specialization the student is pursuing.

TEACHING CURRICULA

Fairmont State College recommends for professional licensure only those persons who have graduated and have satisfactorily completed a teacher education curriculum approved by the West Virginia Board of Education. The College offers curricula in elementary and secondary teaching leading to the degree of Bachelor of Arts in Education. Students satisfactorily completing a teaching curriculum in a given area will qualify for a Professional Certificate, grades K-12, 1-6, or 7-12. Specializations which may be added include Early Education, Special Education-Mental Retardation and varied academic subject specializations. Students may choose, after consultation with their advisor, from the following programs:

ELEMENTARY EDUCATION

Students who are qualifying for teaching in an open or self-contained classroom grades 1-6 shall complete the following:

- I. **General Studies** (Elementary)*
- II. **Professional Education**
- III. **The Diversified Program***

Optional specializations which may be combined with elementary education are:

1. Early Education (preschool children, ages 3-5)
2. Special Education-Mental Retardation (K-12)
3. School Library-Media (K-12)
4. Middle School Specializations (4-8)

Art
General Science

Language Arts
Mathematics

Home Economics
Industrial Arts/Technology

Oral Communication
Social Studies

Note: Student teaching is required in an approved open or self-contained classroom for grades 1-6 and in an approved classroom for each additional specialization.

SECONDARY EDUCATION

Students who are qualifying for teaching in grades 7 through 12 shall complete the following:

- I. **General Studies**(Secondary)
- II. **Professional Education**
- III. **Specializations**
 - a. One comprehensive specialization to teach in grades 7 through 12 and related subjects which comprise the comprehensive specialization.
or
 - b. Two single subject specializations for grades 7 through 12.
or
 - c. One single subject specialization for grades 7 through 12 and one specialization for grades 7 through 9.
or
 - d. One single subject specialization for grades 7 through 12 and a specialization K-12 in either School Library Media, Health or Special Education.

Secondary Education students select from the following specializations:

1. **7-12 Comprehensive Specializations** (requires no other specializations)

Business Education	Industrial Arts/Technology
Home Economics-Vocational	Social Studies
2. **7-12 Single Specializations** (Requires second specialization for 7-12, K-12 or 7-9)

Art	English	Mathematics
Biology	French	Oral Communication
Business Principles	General Science	Physical Education
Chemistry	General Shop	Physics
	Journalism	Secretarial Studies
3. **7-9 Specializations** (requires second specialization for 7-12, or K-12)

Home Economics	Language Arts	Social Studies
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4. **K-12 Specializations** (requires second specialization for 7-9, 7-12, or K-12)

Health***	Mental Retardation**	School Library-Media
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*The School Library-Media K-12, may be selected in combination with a specialization for classroom teaching in grades 7-12, 7-9, K-12, or Elementary Education, 1-6.

**The Mental Retardation specialization, K-12, may be used only in combination with Home Economics, 7-12; Industrial Arts, 7-12; or Elementary Education, 1-6.

***The Health K-12 may be combined with a specialization for classroom teaching in grades 7-12, 7-9, or K-12)

Note: Secondary special methods and student teaching must be consistent with the grade level and specialization to be named on the license.

*The General Studies requirements for Elementary Education also fulfill competencies for the Diversified requirements and are included with the Diversified for the Elementary Specialization in determining the 2.2 grade point requirement for eligibility for the Initial Performance Practicum.

GRADES K THROUGH 12

Each student who is qualifying for teaching of Art or Music, grades K through 12 will complete the following:

- I. **General Studies** (Secondary)
- II. **Professional Education**, to include methods and student teaching of the single subject specialization at both the elementary and secondary levels.
- III. **Specialization**
 - Grades K-12*
 - Art*—one comprehensive specialization
 - or
 - Grades K-12*
 - Music*—one comprehensive specialization

Specific specialization requirements for elementary and secondary education programs are identified in the sections entitled Teaching Curricula listed under the respective academic division which offers the program.

It is the responsibility of candidates for a degree to know and meet the general requirements of the College and the specific requirements of the chosen curriculum. It is the student's responsibility also to keep informed of his grade point standing. All of this information may be obtained from the student's adviser, or the Office of the Division of Education or Dean of Teacher Education.

ADMISSION TO TEACHER EDUCATION

Any freshman may enroll in the first professional course, Education 200, Introduction to Education. It is required of all teacher education students; other students may take it as an elective.

The "Student Personal Data Form" is to be completed and filed with the Division of Education before the completion of Education 200. A student will receive a grade of incomplete in this course until this form is filed. Students are expected, in this course, to make a tentative decision on entering the profession and submit a "Declaration of Intent" to the Dean of Teacher Education and to the Chairperson of the Division of Education.

In order to be eligible for enrollment in Education 302, Human Growth and Development, a student must be in good academic standing (not on academic probation) and must have taken the Undergraduate Program Area Tests*. Satisfactory completion of Education 200 and 250 are prerequisites for this course.

While enrolled in Education 302, those interested in pursuing the Teacher Education program shall make formal application by completing the form, "Application for Admission to the Teacher Education Program". To be accepted, the applicant must have a minimum quality point average of 2.0 overall and in each teaching specialization. He must have satisfactorily completed the required Written English courses and attained a C or better in English 108. He must, at the time of application, be passing Education 302. As a part of this application he must also be recommended by the College Health Center, his academic adviser, and the Dean of Student Affairs.

Near the end of the semester in which the student is enrolled in Education 302, the Teacher Education Selection Committee evaluates each student's eligibility for Teacher Education. The student is notified in writing of the Committee's decision:

*The Undergraduate Program Area Tests for Humanities, Natural Sciences and Social Sciences are to be taken after the completion of 48 semester hours and prior to enrollment in Education 302.

Admitted, Provisionally Admitted, or Not Admitted. Each student shall have the opportunity of appearing before the Committee if he disagrees with its decision.

If a student has satisfactorily completed Education 302 and has approval of the Selection Committee, he is eligible to enroll in Education 303, Educational Psychology. While in this course, Teacher Education students shall make application for the Initial Performance Practicum.

INITIAL PERFORMANCE PRACTICUM

Fairmont State College has adopted the Initial Performance Practicum for scheduling student teaching. In the Initial Practicum one semester of the senior year (approximately 14-15 hours) is reserved for the student in which he/she schedules a block of professional education subjects, including methods and student teaching. The second half of that semester is used exclusively for student teaching in which the daily assignment for student teaching will comprise all hours the cooperating school is in session. In addition to classroom assignment, student teachers will participate in extra-curricular activities of the school and community.

To schedule the I.P.P. a student must meet the requirements for student teaching as described below. The I.P.P. requires exact planning by students and advisers during the early years of the college attendance as well as in the senior year. All general studies requirements of the College as well as the minimum requirements of the teaching specialization must be completed before the I.P.P. can be scheduled.

Eligibility for the Initial Performance Practicum is determined on the basis of these criteria:

1. Completion of 96 semester hours including 10 hours in education courses and three-fourths of the required work in each teaching specialization. All courses in the teaching specialization which are marked by an asterisk in the catalog must be completed before admission to the I.P.P.
2. Satisfactory completion of English 108, Advanced Written English, with a minimum grade of C, and Speech 210 with a minimum grade of C.
3. Division approval of the candidate's comprehensive or the teaching specialization and the completion of professional education courses which are a prerequisite to the I.P.P. courses.
4. Evidence of good moral character (i.e., his reputation among students, faculty, and in the community).
5. Have a 2.0 quality point average or better.
6. Have a 2.2 quality point average in each teaching specialization (includes Elementary Specialization).*
7. Present a statement from the College Health Center showing that the student has been given a physical examination and is physically fit for assignment to student teaching.

Students will not be permitted to schedule courses outside the I.P.P. or extra-curricular activities which will in any way interfere with the course work without the consent of the chairperson of the Division of Education.

STUDENT TEACHING EXPERIENCE

Student Teaching is required in all curricula and is evaluated on a basis of Pass, Incomplete, or Fail. Students must attain a C average in the course work portion of the I.P.P. in order to be eligible for the student teaching experience. Students must complete student teaching at the grade levels and in at least one of the teaching

*See footnote for Elementary Education, p. 84.

specializations in which they expect to be licensed. At the present time, student teaching experiences are provided in the public schools of Barbour, Marion, Harrison, Monongalia, Preston, and Taylor counties. All such experiences are cooperatively administered by College and public school personnel. Due to the uniqueness of the off-campus student teaching experience, a student may be administratively removed, without cause.

NATIONAL TEACHER EXAMINATIONS

Completion of the National Teacher Examinations is a requirement for graduation and licensure. A report of the NTE scores must accompany the application for licensure to the West Virginia Department of Education. If the test scores are not received, the application must be held pending completion of the Examinations and receipt of scores. The student should keep in mind that not be licensed at the time of graduation may subject him to subsequent changes in program requirements if he seeks licensure later.

Elementary. A student expecting to be licensed in Elementary Curricula and Academic specialization must take the Commons Examinations and the Teaching Area Examination entitled "Education in the Elementary School". A student expecting to be licensed in Elementary Education and Early Childhood Education will meet requirements by completing the Commons Examinations and the Teaching Area Examination entitled "Education in the Elementary School" or "Early Childhood Education".

Secondary. A student expecting to be licensed for teaching in grades 7-12 must take the Commons Examinations and the Teaching Area Examination consistent with the 7-12 specialization to be named on the license. If he expects to be licensed in two 7-12 specializations, he may complete the Teaching Area Examination in either 7-12 specialization.

K-12. A student expecting to be licensed for teaching in grades K-12 must take the Commons Examinations and the Teaching Area Examination consistent with the K-12 specialization to be named on the license.

SUMMARY OF DEGREE REQUIREMENTS

To meet the requirements for the Bachelor of Arts in Education degree, the candidate must (1) earn a minimum of 128 hours credit in approved subjects with a quality point average of 2.0 or better, for all courses attempted and for all professional courses; (2) attain a 2.2 average in each teaching specialization, including the Elementary Specialization,* and (3) meet the general and specific requirements set up for the curriculum and teaching specialization(s) he/she elects.

COLLEGE RECOMMENDATION PREREQUISITE TO CERTIFICATION

College recommendation shall take into consideration Chapter 18A, Section 3, Article 1, of the West Virginia School Law which reads "A certificate to teach shall not be granted to any person who is not a citizen of the United States and is not of good moral character and physically and mentally qualified to perform the duties of a teacher, and shall not have attained the age of eighteen years on or before the first day of October of the year in which his certificate is issued; . . ."

The issuance of an original certificate shall require:

1. The recommendation of the Dean of Teacher Education in consultation with the Chairman of the Division of Education, supervisor of student teaching and chairman of the department offering the specialization. This recommen-

*See footnote for Elementary Education, p. 84.

dation is expected to reflect, in addition to academic criteria, satisfactory performance on the part of the applicant in a typical classroom situation.

2. An official statement that the approved program has been completed in full.

REQUIREMENTS FOR THE BACHELOR OF ARTS IN EDUCATION DEGREE

The General Studies requirement differs for elementary and secondary education programs, however, each consists of forty credit hours as a minimum distributed over humanities, mathematics, natural sciences and physical education and health. General Studies requirements for elementary education also fulfill competencies for the Diversified requirements and are included with the Diversified for the Elementary Specialization in determining the 2.2 grade point requirement for eligibility for Initial Performance Practicum.

ELEMENTARY EDUCATION

General Studies

Humanities

*English 104—Written English	3
English 108—Advanced Written English	3
English 250—Survey of English Literature	3
English 260—Survey of American Literature	3
Speech 210—Speech for the Teacher	3
Art 255—History and Appreciation of Art	
or	2
Music 205—Music Appreciation	

Social Sciences

Geography 210—Introduction to Geography	3
History 107—United States History I	3
History 108—United States History II	3
History 111—History of Civilization I	
or	3
History 112—History of Civilization II	

Science and Mathematics

Math 110—Mathematics for Elementary Teachers	3
Physical Science 201—General Physical Science	3
Physical Science 202—General Physical Science	3

Physical Education

Physical Education 326—Early Psychomotor Development	2
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Diversified Program for self-contained or open classroom

*Art	353	Elementary Art Education I	2
*Art	354	Elementary Art Education II	2
*Biology	101	Introduction to Biology	4
*Biology	102	Introduction to Biology	4
Health	100	Personal Health	2
*Health	400	Health Education for the Elementary School	2
Safety	200	Accident Analysis and Emergency Care	2
*English	207	Children's Literature	3
*Math	210	Mathematics for Elementary Teachers	3
*Math	323	Mathematics for Elementary Teachers III	3
*Music	231	Elementary Music I	3
*Music	232	Elementary Music II	3
Pol. Sci	200	Introduction to Political Science	3
Economics	200	Economics	3
Sociology	110	Introductory Sociology	3
*Education	300	The Reading Process	2

*Education	304	Developmental Reading.....	2
*Phys. Sci.	412	Science in the Elementary School.....	2

These courses in Diversified Program must be completed prior to admission to the Initial Performance Practicum.

Professional Education—Elementary			24 Hours
Education	200	Introduction to Education.....	2
Education	250	Foundations of American Education.....	2
Education	302	Human Growth and Development.....	3
Education	303	Educational Psychology.....	3
Education	402	Mathematics in the Elementary School.....	2
Education	403	Language Arts in the Elementary School.....	2
Education	404	Social Studies in the Elementary School.....	2
Education	405	Corrective Reading.....	2
Education	420	Student Teaching Experience (Elem.).....	6

Students who are qualifying for a Professional Certificate, Grades 1-6, may wish to add the Early Education, Special Education Specialization or Subject Specialization Grades 4-8 (Middle School) to their license.

Early Education Specialization			18 Hours
Home Eco	110	Nutrition.....	2
Phys. Ed.	326	Early Psychomotor Development.....	2
Home Eco.	328	Cognitive/Affective Development Children.....	3
Speech	430	Speech Correction.....	3
Technology	386	Technology in Elementary Education.....	2
Education	309	Early Education Curriculum.....	3
Education	310	Organization/Administration Early Education.....	3
Education	420	Student Teaching Early Education.....	3**

Special Education K-12 Specialization			18 Hours
Education	220	Areas of Exceptionality in Special Education.....	3
Education	221	Education of Exceptional Children.....	3
Education	320	Education of the Mentally Retarded.....	3
Education	321	Diagnosis, Prescription and Assessment Techniques.....	3
Education	322	Curricula Approaches, Materials, and Methods for the Mentally Retarded.....	3
Education	440	Applied Practicum in Mental Retardation.....	3
Education	470	Applied Practicum in Mental Retardation.....	3**

Subject Specializations Grades 4-8 (May be added to 1-6 Elementary only) (See course requirements for each specialization in catalog section for that division.)

Art	Language Arts	Science
Home Economics	Mathematics	Social Studies
Industrial Arts	Oral Communications	

Replaces 3 semester hours of Education 420 in Elementary Program.

SECONDARY AND K-12 EDUCATION

General Studies		40 Hours
Humanities		Minimum 17 Hrs., Maximum 21 hrs.
*English Composition 104—(Written English).....		3
English Composition 108—(Advanced Written English).....		3
Literature, English 250—(Survey of English Literature.....)		3
Literature, English 260—(Survey of American Literature).....		3
Speech 210—(Speech for the Teacher).....		3
Art 255—(History and Appreciation of Art).....		2
OR		
Music 205—(Music Appreciation).....		2
**Music 206—(Music Appreciation for Music Majors).....		3
Approved Electives in Humanities:		
Art 255 OR Music 205 (Not used above).....		2

*Prior to enrolling in English 104, Foundations 101 Basic Communications, is strongly recommended for those who do not meet certain minimum standards.

**Music 206 is for Music Majors only.

Social Sciences

Minimum 12 hrs., Maximum 15 hrs.

Economics 200—(Economics).....	3
Geography 210—(Introduction to Geography)	3
History 107—(United States History I).....	3
History 108—(United States History II)	3
History 111—(History of Civilization I)	3
History 112—(History of Civilization II)	3
Political Science 103—(American Government)	3
Psychology 101—(Introduction to Psychology).....	3
Sociology 110—(Introductory Sociology).....	3

Science and Mathematics

Minimum 9 hrs., Maximum 12 hrs.

Math 205—required (Fundamental Concepts of Math).....	3
AND	
Physical Science	6
100 Scientific Methodology (required).....	2
And Select Two of the Following:	
101 Astronomy	2
102 Chemistry	2
103 Geology	2
104 Physics.....	2
105 History of Physical Science.....	2
or	
Biology 101—(Introduction to Biology).....	4
Biology 102—(Introduction to Biology).....	4
or	
Chemistry 101—(General Chemistry)	4
Chemistry 102—(General Chemistry)	4
or	
Chemistry 105—(Chemical Principles)	5
Chemistry 106—(Chemical Principles)	5
or	
Geology 101—(General Geology).....	3
Geology 102—(General Geology).....	3
or	
Physics 101—(Introduction to Physics).....	4
Physics 102—(Introduction to Physics).....	4

Physical Education

(Minimum 2 hrs.)

P.E. 100 Basic Physical Education.....	2
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Professional Education—Secondary and K-12

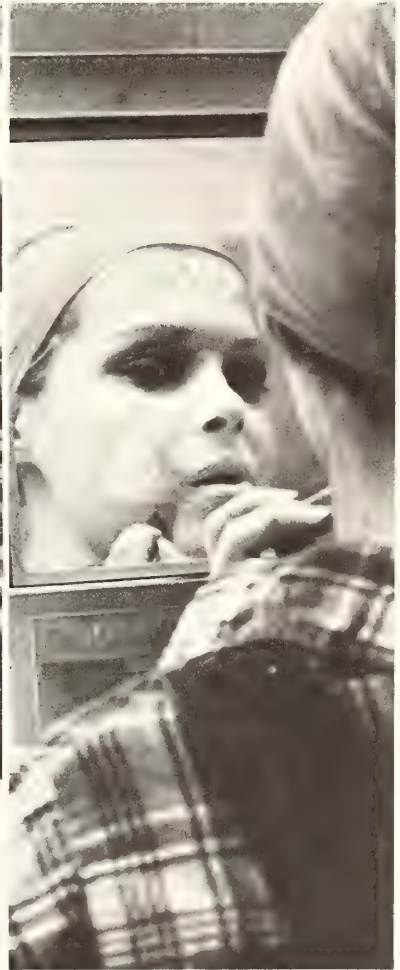
25 hrs.

Education 200	Introduction to Education	2
Education 250	Foundations of American Education	2
Education 302	Human Growth and Development	3
Education 303	Educational Psychology	3
Education 430	Reading Instruction in the Secondary Content Area	2
Education 432	Evaluation Techniques in the Secondary School	2
Education 433	Instruction in the Secondary School.....	3
Sp. Methods * 431	Special Methods (In Subject Specialization)	2
Education 450	Student Teaching Experience (Secondary)	6
Education 421	Student Teaching Experience (K-12) (Elementary).....	3
Education 422	Student Teaching Experience (K-12) (Secondary)	3

*Students electing a comprehensive field must include 431, Methods and Materials in a comprehensive area. If he elects to complete two single subject specializations, he may choose Methods and Materials in either specialization. However, the student teaching assignment be consistent with the selected Methods and Materials. Should he elect to complete a single subject specialization in grades 7 through 9, he is required to complete Methods and Materials in grades 7 through 12.

Project Specialization 7-9, 7-12, or K-12

See course requirements for each specialization in catalog section for that Division.



FAIRMONT COMMUNITY COLLEGE
A Component of
FAIRMONT STATE COLLEGE

Associate Degree Programs
Certificate Programs
Continuing Education
Off-Campus Education
Off-Campus Centers

REGIONAL COMPREHENSIVE
COMMUNITY COLLEGE



THE COMMUNITY COLLEGE CONCEPT

A statewide regional community college system was established in 1972 by the West Virginia Board of Regents in its master plan for the state's higher education in the 1970's. This plan specifically directed Fairmont State College to establish a distinct component "to provide community college education opportunities both on campus and throughout the region."

By the fall of 1974, Fairmont State was on the threshold of this exciting new venture with the creation of Fairmont Community College as a unit of the parent institution. This new sense of direction broadened the commitment of the institution by developing the community college unit to complement the original mission of the college. Having a community college on the campus of an established four-year institution has proved to be mutually reinforcing and supportive.

Seen in historical perspective, the community college concept is an extension and the logical conclusion of the college's traditional goals, which include broadening the use of participation in a democracy of intellect and giving everyone access to postsecondary education. This concept makes it possible for students to fulfill their potential, achieve their aspirations, and advance their education to the limits of their ability.

As a comprehensive community college it provides academic, occupational, and general education programs of two years duration; one-year certificates, continuing education courses; and community service programs. The result has been a sharp increase in the number of students who have returned to formal education for reasons of job obsolescence, seeking opportunity to start new careers, or wishing to achieve upward social mobility along a career ladder. The community college takes pride in the diversity of its programs and its commitment to making learning a life-long process for all age groups on a full-time and part-time student basis.

The college parallel program is composed of the first two years of a traditional liberal arts baccalaureate college education. Associate degree credit, in most instances, may be applied without loss of credit to a four-year baccalaureate degree program. Community college courses are full-fledged college level credit and therefore transferable to baccalaureate level programs. The quality of instruction is identical for two-year and four-year degrees.

Students enrolled in Fairmont State's Community College unit maintain all rights, privileges, responsibilities, and the same use of campus facilities and social and academic resources as those enrolled in four-year degree programs.

CLARKSBURG CENTER

Fairmont Community College, a component of Fairmont State College, established a center in Clarksburg, July 1, 1975. The Clarksburg Center allows Fairmont State College to offer quality education in the Harrison County community, providing academic work leading to a variety of two-year degrees and the first two years of numerous four-year degrees and offering community, cultural, vocational, and general interest courses.

Virtually, all services available to the main campus students such as financial aid, veterans benefits, advanced placement, academic and career counseling, and class scheduling are available to Clarksburg Center students. The staff at Clarksburg, working with the main campus staff, maintains the standards of excellence long associated with Fairmont State College.

Community service classes, intended primarily to serve the non-traditional college age—frequently older, sometimes younger—members of the community, are

open to all who feel they can benefit from cultural, vocational, and general interest courses. There are no admission requirements to enter community service class. Grading is on a credit basis rather than a letter-grade.

Outstanding high school seniors are also eligible for enrollment. They may be admitted on a part-time basis if they have completed the junior year of the college-bound programs at their high school, attained a B-plus or better average and obtained their principals' recommendations.

Credit earned under Advanced Placement arrangement is college credit. Stored at Fairmont State College, it will be granted to the students when they receive their high school diplomas and enroll in college. If they enroll in another college, transcripts of their stored credit work will be forwarded to that institution. Advanced Placement is designed not to interfere with regular high school programs, provides opportunity for students to accelerate their education and for their parents to economize on nearby, quality education.

Open Admissions Philosophy

Fairmont State's Community College operates an "open door" admission policy. Admission is open to all high school graduates as well as to those with equivalent credentials (GED). Even without a high school diploma, individuals may enroll in many of the Community College's continuing education and community service courses, as a special student. This "open door," however, does not guarantee an education to everyone, but it does make it possible for everyone to enter the College and for everyone to have the opportunity to pursue programs in higher education to the limit of his ability and particular potential.

The Community College is more concerned with letting students in, than keeping them out; it is inclusive rather than exclusive in its admission policy.

Eligibility to enroll in the Community College does not necessarily imply eligibility to enter all its degree programs, several of which may be competitive and limited in the number of students admitted.

Since Medical Laboratory Technology, Radiology, Respiratory Therapy Technology, Veterinary Animal Technology, and Nursing are selective programs, with limited enrollment, applicants should complete the ACT early and have the high school transcripts forwarded early in the Fall. To insure consideration, applications, scores and transcripts must be received by December. Students applying for scholarships should have the transcripts forwarded at the conclusion of the first semester of the senior year.

Degrees

Associate Degrees. Fairmont State College offers three kinds of two-year associate degrees as part of its Community College:

Associate in Arts (A.A.). The first 2 years of the four-year liberal arts general studies requirements designed for those who plan to continue in or transfer to a four-year college or university degree program.

Associate in Science (A.S.). Intended as either a terminal degree or the first 2 years of the four-year baccalaureate degree.

Associate in Applied Science (A.A.S.). Considered a technological program leading directly to employment; also may be applied to either a baccalaureate degree or a transfer program.

Certificate Programs

Certificate programs, which generally take one year or two semesters of full-time course work to complete, are designed for students seeking to learn basic skills or to increase their proficiencies in a specific occupational area. In a certificate program, students take skill-development courses in their field of interest and a limited number of related courses. Graduates of certificate programs may use their credentials to seek immediate employment or they may continue their studies in a degree program.

Degree Programs

Associate Degrees and Certificate Programs

	Degree Offered	Minimum Semester Hours Required
Health Technology		
Medical Laboratory Technology	A.A.S.	70
Medical Records Technician	A.S.	64
Nursing	A.A.S.	69
Radiologic Technology	A.A.S.	76
Respiratory Therapy	A.A.S.	70
Veterinary Animal Technology	A.A.S.	79
Business Technology		
Accounting	A.S.	64
Administrative	A.S.	64
Administrative (one-year certificate in applied science)		32
Commercial Design/Graphics	A.A.A.	71
Electronic Data Processing	A.S.	64
Food Service Management	A.A.S.	64
Radio-Television Communication	A.A.S.	64
Performance or Engineering option)		
Rail Management	A.S.	64
Retardial (Executive, General, Legal, Medical)	A.S.	64
Retardial (one-year certificate in applied science)		32
Engineering Technology (options)		
Construction	A.S.	70
Lifting Design	A.S.	69
Electrical Electronic	A.S.	69
Manufacturing	A.S.	69
Engineering: Civil Option	A.S.	71
Engineering: Mechanical Option	A.S.	70
Power Mechanics	A.S.	71
Printing	A.S.	71
General Studies	A.A.	64
Public Service Technology		
Community Service (social work)	A.A.S.	64
Emergency Medical Services (one-year certificate in applied science)		34
Fire Protection and Safety	A.A.S.	64
Law Enforcement	A.A.S.	64
Psychological Service	A.A.S.	64
Public Affairs	A.A.	66
Recreation Leadership	A.A.S.	70

*These new programs have been approved and will be implemented in the 1976 Fall semester. This approval, however, was too late for detailed inclusion in the catalog. A short description is found at the conclusion of the Community College section.

ASSOCIATE DEGREES AS MINORS FOR BACCALAUREATE PROGRAMS

Any successfully completed associate or two-year degree offered within the Community College, except General Studies and the field of the B.A.—B.S. major, may be used to fulfill the requirements for a minor in any B.A. or B.S. (non-teaching baccalaureate) degree awarded by Fairmont State College.

MINORS DERIVED FROM ASSOCIATE DEGREE PROGRAMS

Several minors that may be used to fulfill the requirements for a minor in B.A. or B.S. (non-teaching baccalaureate) degrees awarded by Fairmont State College have been established from associate degree programs. Each of these minors is located immediately following the associate degree program from which it is derived.

Allied Health programs must be completed in their entirety in order to qualify for minors.

Minor	Minimum Semester Hours Required
Accounting	18
Clerical-Secretarial	18
Community Service Technician	21
Commercial Design Graphics	32
Electronic Data Processing	15
Engineering Technology	26
Fire Science	21
Food Service Management	24
Law Enforcement	37
Medical Records	18
Psychological Service	18
Radio/TV Communication	24
Retailing	18

ALLIED HEALTH TECHNOLOGY MEDICAL LABORATORY TECHNOLOGY (Associate in Applied Science)

The Medical Laboratory Technology (MLT) Associate in Applied Science is a joint program between Fairmont State's Community College and two cooperating medical institutions, Fairmont Clinic in Fairmont and United Hospital Center in Clarksburg.

In addition to general studies and a common core of allied health science courses, 43 credit hours are required in clinical lecture and laboratory experience coordinated with a 12 month hospital-clinical laboratory rotation.

An overall quality point average of 2.0 is required in order to begin the clinical year.

Withdrawal from MLT 101 or 102 or Failure of MLT 101 or 102 results in dismissal from the Program. Readmission is on the basis of reapplication and acceptance.

The MLT degree is designed in accordance with standards and guidelines provided by the American Society of Clinical Pathologists (ASCP). Upon completion of the associate degree, students are eligible for certification examination as medical laboratory technicians by ASCP.

Because only a limited number of students can be selected each year, applicants advised to make application by December 1. Admission is based on these factors: school record, ACT scores, and a personal interview.

Types of employment: Public health agencies
Hospitals Pharmaceutical firms
Clinics Research institutions
Independent laboratories Types of jobs:
Physicians' offices Medical laboratory analysis

Two-year MLT			70 sem. hrs.
English	104, 108	Written English	6
Chemistry	101, 102	General Chemistry	8
Math	111	Introduction to Algebra	3
MLT	101, 102	Introduction to MLT	6
Biology	170	Anatomy & Physiology	4
	205	Microbiology	3
Psychology	101	Introduction to Psychology	3
(All of the above courses must be completed prior to the clinical year.)			
12 Month Clinical Rotation			
MLT	200	Clinical Serology Lecture	1
MLT	201	Clinical Serology Practicum	1
MLT	202	Clinical Biochemistry Lecture	5
MLT	203	Clinical Biochemistry Practicum A	2
MLT	204	Clinical Biochemistry Practicum B	3
MLT	205	Clinical Microbiology Lecture	3
MLT	206	Clinical Microbiology Practicum A	1
MLT	207	Clinical Microbiology Practicum B	2
MLT	208	Clinical Mycology and Parasitology	2
MLT	209	Clinical Microscopy Practicum	2
MLT	210	Clinical Hematology Lecture	4
MLT	211	Clinical Hematology Practicum A	2
MLT	212	Clinical Hematology Practicum B	2
MLT	213	Immunohematology Lecture	3
MLT	214	Immunohematology Practicum A	1
MLT	215	Immunohematology Practicum B	2
MLT	216	Seminar	1

MEDICAL RECORDS TECHNICIAN

(Associate in Science)

The Medical Records Technician program will provide graduates with the skills necessary for preparing, analyzing, and preserving health information needed by health practitioners, patients, hospitals, and the public.

Upon completion of this two-year program, students will have a knowledge of medical terminology and secretarial skills required to function as medical transcriptionist or clerks in any institution or agency which maintains medical records.

Types of employment: Nursing Homes
Doctors' offices Types of jobs:
Clinics Clerks
Hospitals Medical Records Transcriptionists

Medical Records Technician Curriculum		64 sem. hrs.
Required Courses:		
Business	310	Statistics

Business	314	Office Management.....	2
English	104	Written English.....	3
English	109	Technical Report Writing.....	3
Bus. Ed.	100	Medical Terminology.....	3
Bus. Ed.	102	Intermediate Typewriting.....	2
Bus. Ed.	103	Records Management.....	2
Bus. Ed.	205	Medical Records Science I.....	4
Bus. Ed.	206	Medical Records Science I Directed Practice I.....	2
Bus. Ed.	211	Advanced Typewriting.....	2
Bus. Ed.	214	Medical Typewriting.....	2
Bus. Ed.	305	Medical Records Science II.....	4
Bus. Ed.	306	Medical Records Science Directed Practice II.....	3
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	317	Medical Machine Transcription.....	2
Bus. Ed.	405	Medical Records Science III.....	4
Bus. Ed.	406	Medical Records Science Directed Practice III.....	4
EDP	100	Introduction to Electronic Data Processing.....	3
Psychology	101	Introduction to Psychology I.....	3
Sociology	110	Introductory Sociology.....	3
Speech	101	Fundamentals of Speech.....	3
Electives.....			5
Minor B.A. and B.S. Degree			18 sem.
Bus. Educ.	100	Medical Terminology.....	3
Bus. Educ.	102	Intermediate Typewriting.....	2
Bus. Educ.	103	Records Management.....	2
Bus. Educ.	205	Medical Records Science I.....	4
Bus. Educ.	206	Medical Records I Directed Practice I.....	2
Bus. Educ.	211	Advanced Typewriting.....	2
Bus. Educ.	214	Medical Typewriting.....	2
Bus. Educ.	311	Office Machines.....	2
EDP	100	Introduction to EDP.....	3

NURSING EDUCATION

(Associate in Applied Science)

The two-year technical or semi-professional nursing program is designed to prepare beginning practitioners of nursing at the staff level. The curriculum includes a balance between nursing and non-nursing courses. Learning experiences in the college and clinical laboratories make up a major portion of the nursing courses. Clinical laboratories may include the local hospital, clinics, schools, home for aged and state hospital at Weston.

Graduates of the program are eligible to take the West Virginia State Board examination for licensure as registered nurses.

Because applications for nursing exceed available space, prospective students are advised to make early application.

Nursing

English	104, 108	Written English.....	6
Home Ec.	110	Nutrition.....	2
Biology	170	Anatomy and Phys.....	4
	205	Technical Microbiology.....	3
Psychology	101	Introduction to Psychology.....	3
Phys. Sci.	102	Chemistry.....	2
	104	Physics.....	2
Sociology	110	Introductory Sociology.....	3
Pol. Sci.	103	American Nat'l Gov't.....	3

69 sem.

Nursing	101	Fundamentals of Nsg.....	6
	103	Medical-Surgical Nsg.....	8
	202	Medical-Surgical Nsg	8
	203	Psychiatric Nursing.....	6
	204	Trends in Nsg	2
	205	Maternal & Child Nsg	8
Elective (with consent of advisor)			3

RADIOLOGIC TECHNOLOGY

(Associate in Applied Science)

The two-year Radiologic Technology degree is an affiliated program of United Hospital Center, Department of Radiology, located in Clarksburg and Fairmont State College. It provides integrated professional radiologic technicians training consisting of general studies, a common core of allied health science and radiology courses. The degree requires a minimum of 27 months, including two summers to complete.

Upon entry into the hospital portion of the training program, the student will receive approximately 3,500 hours of supervised on-the-job learning experience in addition to classroom instruction. A stipend is paid to the student during the last 12 months of the training program.

In the second year of training, a two-month affiliation with the Department of Radiology at West Virginia University Medical Center is completed and is a personal expense to the student. The purpose of this rotation is for clinical experience in radiation therapy, nuclear medicine and various special procedures.

All radiologic instruction is taught by the staff personnel at United Hospital Center, Department of Radiology, in Clarksburg. The Medical Director of Radiology is a licensed physician certified by the American Board of Radiology. Qualified Radiologic Technologists, registered by the American Registry of Radiologic Technologists, who assist as clinical instructors, are responsible for coordination of the program. The Hospital Medical Director of Radiology and the Directors of Radiologic Technologists hold adjunct faculty status at Fairmont State College.

Upon satisfactory completion of the degree conferred by Fairmont State College, graduates are eligible to take the registry examination given by the American Registry of Radiologic Technologists. A certificate issued by the Registry recognizes the holder as a Registered Radiologic Technologist, R.T. (ARRT) and qualifies the technologist for membership in the American Society of Radiologic Technologists.

Because applications for admission to the radiology program exceed available space, prospective enrollees are advised to make early application. Admission is based on a number of factors: quality of high school record, American College Test scores, maturity, post-high school experience, etc.

Places of employment:	Clinics
Hospitals	Federal and state health agencies
Medical Laboratories	Mobile x-ray teams
Physicians' and dentists' offices	

Radiologic Technology			76 sem. hrs.
Eng.	104	Written English.....	3
	109	Technical Report Writing	3
Phy.	101	Introduction to Physics	4
Biol.	170	Anatomy & Physiology	4
Phy.	102	Introduction to Physics	4
Math	111	Introduction to Algebra.....	3
Rat.	150	Introduction Radiologic Technology	1

151	Darkroom Chemistry & Technique.....	2
152	Nursing Procedures	1
153	Radiobiology I	3
154	Radiologic Physics	4
155	Radiographic Positioning	4
156	Principles of Radiographic Exposure	4
157	Medical Terminology	2
158	Contrast Procedures	2
159	Pediatric Radiographic	2
160	Protection.....	2
161	Special Radiographic Procedures	4
162	Radiobiology II	3
163	Radiation Therapy	2
164	Medical Radioisotopes	1
165	Medical Surgical Diseases.....	1
166	Departmental Administration.....	1
167	Principles of Teaching.....	1
168	Equipment Maintenance.....	1
169	Registry Review.....	4
170	Practicum I.....	3
171	Practicum II.....	3
172	Practicum III	4

VETERINARY ANIMAL TECHNOLOGY

(Associate in Applied Science)

Exciting employment opportunities abound for animal health technicians, who have a new role to play on today's animal health care team. Animal health technicians assist the veterinarian in many ways. They collect and record case histories; prepare animals, instruments, equipment and medications; they apply wound dressings, and assist the veterinarian in diagnostic, medical and surgical procedures.

Veterinarians recognize that they can expand their practices by delegating to a technician many duties and procedures, and there is far more of a demand for qualified animal health technicians than presently exist. Schools with active programs support 1.5 job opportunities for each graduate. The Animal Veterinary Medical Association predicts approximately one trained technician is needed to assist each of the 29,000 active veterinarians, not to mention the 1,300 new veterinarians graduated each year. But in the last ten years, only 3,000 animal health technicians have been graduated.

Employment opportunities are also promising with diagnostic laboratories, pharmaceutical company research, biomedical research teams, and in government agencies as assistants to federal meat inspectors.

During their first year in the program at Fairmont State College, students combine general education courses, technical and clinical classes. In their second year, students spend two semesters with practicing clinical veterinarians in order to apply their academic knowledge. Students must complete all courses with an average of 2.0 or better before entering the preceptorship in the second year.

This two-year A.A.S. degree program will admit students beginning in Fall 1976. Early application is encouraged since only a limited number of students can be selected each year. Applicants will be chosen after a personal interview on the basis of maturity, ACT scores, high school records and other education experience. The Virginia Veterinary Medical Association approves and supports this program, which is not designed for students who plan to enter a college of veterinary medicine.

Veterinary Animal Tech

English	104	Written English	3
	109	Technical Report Writing	3

79 sem hrs

Chemistry	101, 102	General Chemistry.....	8
Business Ed.	100	Medical Terminology	3
	311	Office Machines.....	2
Psychology	101	Introduction to Psychology.....	3
Math	111	Intermediate Algebra.....	3
Business Ed.	101	Beginning Typewriting.....	2
Biology	170	Anatomy and Physiology.....	4
	205	Technical Microbiology	3
Vet. An. Tech.	103	Introduction to Animal Technology.....	4
	201	Veterinary Laboratory Techniques I.....	4
	202	Veterinary Laboratory Techniques II	4
	205	Veterinary Radiologic Techniques.....	3
	261	Veterinary Preceptorship I.....	15
	262	Veterinary Preceptorship II.....	15

BUSINESS TECHNOLOGY ACCOUNTING (Associate in Science)

The two year Accounting Associate in Science degree qualifies graduates for work in the accounting field, providing students with the basic tools to carry on day-day operations in the accounting departments of individual and corporate business, industries and government agencies.

Current Department of Labor statistics show increased need for accountants despite the fact that many low-level accounting positions may be phased out by computer and other business machines. Data from these machines will require analysis by individuals trained in accounting terminology and procedures. The need for qualified personnel in the tax field and financial reporting will be extensive.

Types of employment:

Business Organizations

Industrial Corporations

Government Agencies

Independent Accounting Firms

Types of jobs:

Industrial accountants—general, cost,

etc.

Public accounting firms—staff positions

Government agencies—financial clerks

Bookkeepers in small businesses

Insurance claims adjusters

Two-Year Accounting

Required Courses:

Business	141	Business Mathematics.....	3
	201, 202	Principles of Accounting.....	6
	301, 302	Intermediate Accounting	6
	306	Business Law.....	3
	406, 407	Federal Income Tax Accounting.....	6
Economics	201, 202	Economic Principles and Problems.....	6
EDP	100	Introduction to Electronic Data Processing.....	3
English	104, 108	Written English.....	6
Psychology	101	Introduction to Psychology I	3
Speech	101	Fundamentals of Speech	2 or 3

or 107

Recommended:

Business 404 Cost Accounting.....3

Electives..... 16-17

64 sem. hrs.

ACCOUNTING

Minor B.A. and B.S. Degree*

18 sem. h

Business	201, 202	Principles of Accounting.....	6
	301, 302	Intermediate Accounting.....	6
	303	Advanced Accounting.....	3
	404	Cost Accounting.....	3
	405	Auditing.....	3
	406, 407	Federal Income Tax Accounting.....	6
EDP	104	COBOL Programming I.....	3

*This minor not open to Business majors in Business Group A or B. Open to Business majors in Group C and D.

CLERICAL

(Associate in Science)

The Clerical program is offered for students interested in employment in an office but not interested in taking dictation. Among the duties of a clerk are receiving calls, answering the telephone, handling mail, typing, filing and operating office machines. A one-year certificate is awarded at the completion of the first year for students who wish to terminate their studies at this time.

A Medical Records option is also available, providing knowledge of terminology and secretarial skills for medical records transcriptionists or clerks in medical record departments of hospitals, clinics, nursing homes or health agencies, or as secretaries or clerks in hospital units or physicians' offices.

Places of employment:

Government agencies
Insurance companies
Industrial companies
Banks

Clerk-typists

Filing Clerks
Bookkeepers
Office Machine Operators
Receptionists
Mailroom Clerks

Types of jobs:

Two-Year Clerical Program

64 sem.

Required Courses:

Business	102	Introduction to Business.....	3
Business	141	Business Mathematics.....	3
Business	201	Principles of Accounting.....	3
Business	202	Principles of Accounting.....	3
English	104	Written English.....	3
English	109	Technical Report Writing.....	3
Bus. Ed.	102	Intermediate Typewriting.....	2
Bus. Ed.	103	Records Management.....	2
Bus. Ed.	211	Advanced Typewriting.....	2
Bus. Ed.	251	Business Communications.....	2
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	351	Executive Office Administrative Management.....	3
Bus. Ed.	352	Directed Office Experience.....	2
EDP	101	Punched Card Data Processing.....	2
Home Ec.	103	Principles of Clothing Selection.....	2
Psychology	101	Introduction to Psychology I.....	3
Speech	101	Fundamentals of Speech.....	3
		or.....	
	107	Speech Improvements.....	2

lectives

22/21

Bus. Ed. 101 may be utilized as an elective if no previous credit has been earned in this area.

Commercial—One Year Certificate in Applied Science**32 sem. hrs.****Required Courses:**

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	201	Principles of Accounting	3
Business	202	Principles of Accounting	3
English	104	Written English	3
English	109	Technical Report Writing	3
Bus. Ed.	104	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	311	Office Machines	2
Bus. Ed.	351	Ex. Office Admin. Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	100	Intro. to EDP (Suggested Elective)	3

COMMERCIAL DESIGN/GRAPHICS TECHNOLOGY

(Associate in Applied Arts)

This artist-craftsman two-year degree program will qualify individuals for employment in applied design for reproduction and development of graphics materials for commerce and industry. As a technical career-oriented degree, concentration is on processes basic to the design professions, to apply them through reproduction and to provide the technician with a sense of aesthetic appreciation required for industrial design. Emphasis on design, photography, methods and presentation techniques, knowledge of tools, materials and their drawing application.

Places of employment:

Advertising agencies

Design studios

Exhibit and display businesses

Department stores

Industrial organizations

Photography studios

Printing plants

Types of jobs:

Graphics artists

Commercial illustrators

Commercial Design/Graphics**71 sem. hrs.**

English	104	Written English	3
English	109	Technical Report Writing	3
Journalism	320	Advertising	3
Tech	121	Drafting	3
Tech	135	Printing Processes	3
Tech	138	Comp. & Photo. Mech. Preparation	3
Tech	231	Image Transfer Mechanisms	3
Tech	232	Continuous Tone Photography	2
Tech	235	Estimating	3
Tech	237	Layout and Design	3
Tech	238	Graphic Arts Photography	3
Tech	332	Printing Techniques	4
Tech	334	Adv. Continuous Tone Photography	3
Art	140	Art Structure & Applied Design	3
Art	141	Art Structure & Applied Design	3
Art	142	Drawing	3
Art	155	Theory of Art	2

Art	241	Drawing from Life	3
Art	341	Graphics	3
Art	363	Painting in Watercolor	3
Art or Tech	280	Practicum	6

Commercial Design/Graphics

Minor B.A. and B.S. Degree			32 sem. h
Tech	135	Printing Process	3
	138	Composition and Photo-Mechanical Preparation	3
	231	Image Transfer Mechanisms	3
	232	Continuous Tone Photography	2
	237	Layout and Design	3
	238	Graphic Arts Photography	3
	140	Art Structure & Applied Design	3
	141	Art Structure & Applied Design	3
	142	Drawing	3
	241	Drawing From Life	3
Art	363	Painting in Watercolor	3
	102	Intermediate Typewriting	2
	103	Records Management	2
	211	Advanced Typewriting	2
	311	Office Machines	2
	351	Executive Office Administrative Management	3
	352	Directed Office Experience	2
		Electives	1

ELECTRONIC DATA PROCESSING

(Associate in Science)

Job entry training for computer programmers, operators and various data handling job titles requiring computer training is provided. The program places emphasis on marketable skills in the operation of a typical commercial or scientific computer installation. Latest statistics from the Department of Labor indicate a continued rapid increase in EDP employment as business continues the automation of most routine office work.

Places of employment:

Government Agencies
Insurance Companies
Banks
Wholesale Business
Public Utilities

Manufacturing

Types of jobs:
Computer Programmer
Computer Operator
Key punch Operator

Equipment

DEC PDP 11/40 Computer System on campus
On-line terminal access to an IBM 360/75 computer system
Unit Record equipment including 9 card punch machines
Two-Year EDP

64 sem.

Required Courses:

Business	201, 202	Principles of Accounting	6
	309	Industrial Organization and Management	3
EDP	100	Introduction to Electronic Data Processing	3
	101	Punched Card Data Processing	2
	103	FORTTRAN Programming	4
	104	Introduction to COBOL Programming	4

	201	Assembler Programming	4
	204	Advanced Programming	4
	205	PL-1 and RPG	4
	230	EDP Special Project.....	4
English	104, 108	Written English	6
Math	205	Fundamental Concepts of Math.....	3
Electives.....			17

Electronic Data Processing

nor B.A. and B.S. Degree **19 sem. hrs.**

so Open to Business Majors in Group A, B, C, and D)

EDP	100	Introduction to Electronic Data Processing.....	3
	103	FORTAN Programming	4
	104	Introduction to COBOL Programming.....	4
	204	Advanced Programming	4
Elect one of the following:			
	201	Assembler Programming	4
	205	PL-1 and RPG	4

FOOD SERVICE MANAGEMENT

(Associate in Applied Science)

Preparation for supervisory or middle management positions in the fast-growing hospitality industry is provided by the two-year Food Service Management Degree.

Basic courses for the degree give knowledge of sanitation, equipment, food purchasing, food merchandising and personnel management. Actual on-the-job and laboratory experience are important parts of the 64-hour degree program.

The program allows some flexibility for men and women who have been or are already employed in food service work to have appropriate credit waived. It will also offer opportunities for advancement that may not exist for food service workers without more adequate training.

Places of employment:	Clubs
Hotels, motels	Fast food service operations
Industrial food management	Hospitals
Restaurants	Types of jobs:
Commercial food processing	Restaurant management
Airlines	Food directors
College-school food services	Cooks
Cafeterias	Chef's assistants
Catering organizations	Food managers (chain operations)

Food Service Management **64 sem. hrs.**

English	104, 108	Written English	6
Sociology	110	Introductory Sociology	3
Math	141	Business Math	3
Business	201	Accounting	3
	308	Personnel Management	3
Phys. Ed.	100	Basic Physical Education	2
Psychology	101	Introduction to Psychology.....	3
Home Ec.	110	Nutrition	2
	201	Foods	3
	202	Advanced Foods	2
	219	Introduction to Food Service	2
	220	Diet Therapy & Com. Nutrition.....	3
	221	Food Service Equipment	2

222	Food Sanitation & Safety	3
223	Quantity Foods.....	3
224	Practicum I.....	4
225	Practicum II.....	4
226	Food Purchasing and Storage	3
227	Food & Beverage Merchandising.....	3
228	Org. & Adm. of Food Service.....	3
229	Food Management Seminar.....	1
Elective		3

Food Service Management

Minor B.A. and B.S. Degree

25 sem. h

Home Ec.	110	Nutrition	2
	201	Foods	3
	219	Intro. to Food Service.....	2
	221	Food Service Equipment	2
	222	Food Sanitation & Safety	3
	223	Quantity Foods.....	3
	224	Practicum I.....	4
	228	Org. & Adm. of Food Service.....	3
Bus.	201	Accounting	3

RADIO/TELEVISION TECHNICIAN

(Associate in Applied Science)

The first of its kind in West Virginia or bordering states, the two-year Radio/Television Communication Associate in Applied Science degree has been specifically designed for people interested in careers as technicians in the specialized fields of radio and closed and open circuit television.

With strong emphasis on developing marketable skills, the program runs for 16 semesters. Enrollees receive concentrated course work in radio and television, graphics and electronics. An on-the-job internship is required either at the midpoint or final completion for the program. Students are assigned to full-time training stations in a broadcast or closed circuit communication system.

The "A" "B" Option approach enables the student interested in the field of broadcasting to study and experience more specifically either the performance oriented aspects of the field (announcing, camera operation, directing, recording, etc.) or the engineering side of the industry (equipment repairs and alteration, camera and recorder set-up procedures, audio and video switching, lighting, graphics, etc.)

Places of employment:

Public Radio stations
Commercial radio
Closed and open circuit radio and television systems
Government communications network

Types of jobs:

Broadcast technicians
Radio-television repairmen
Skilled maintenance personnel
College technicians

Radio/Television Option "A" (Performance Oriented)

64 sem. h

Eng.	104, 108	Written English	6
Speech	130	Introduction to Broadcasting	2
	200	Radio Announcing.....	3
Jour.	240	Reporting I.....	3
Drama	151	Play Production	2
	152	Theatre Workshop.....	1
Speech	107	Speech Improvement.....	2
Music	205	Music Appreciation	2

Jour.	270	Communications in Society	2	
Speech	134	Radio/TV Production	3	
Drama	301	Make-Up	1	
Tech.	232	Cont. Tone Photography	2	
Speech	299	Field Study	6	
		(Summer between second and third semester or following fourth semester)		
Drama	120	Theatre Appreciation	2	
Bus.	205	Salesmanship	3	
Speech	300	Broadcast Practicum	3	
		Elective (free)	3	
		Elective from following:		
		Economics 200 or		
		Political Science 103 or		
		Psychology 101 or		
		Sociology 110	3	
Speech	303	Advanced Radio/TV Production	3	
Jour.	320	Advertising	3	
Speech	300	Broadcast Practicum	3	
Jour.	340	Journalism Practice	2	
Tech.	334	Adv. Cont. Tone Photography	3	
Speech	440	Directed Study in Speech	1	
Radio/Television Option "B" (Engineering Oriented)				64 sem. hrs.
Eng.	104, 108	Written English	6	
Speech	130	Introduction to Broadcasting	2	
Math	101	Applied Technical Math I	3	
Tech	103	Basic Electricity	3	
	121	Drafting	3	
Tech.	112	Basic Electronics	4	
Speech	134	Radio/TV Production	3	
Tech.	415	Electrical Maintenance	2	
	232	Cont. Tone Photography	2	
Speech	299	Field Study Seminar	6	
Drama	151	Play Production	2	
Music	205	Music Appreciation	2	
Speech	101	Fundamentals of Speech	3	
Speech	300	Broadcast Practicum	3	
		Elective (free)	3	
		Elective from following:		
		Economics 200 or		
		Political Science 103 or		
		Psychology 101 or		
		Sociology 110	3	
Tech.	203	Electrical Measurement	4	
Speech	300	Broadcast Practicum	3	
Tech.	319	Advanced Electronics	4	
Speech	303	Advanced Radio/TV Production	3	

Radio/Television Communication

Major B.A. and B.S. Degree				20 sem. hrs.
Speech	130	Introduction to Radio & Television	2	
Speech	134	Radio/TV Production	3	
Speech	200	Radio/TV Announcing	3	
Speech	300	Broadcast Practicum	3	
Speech	301	Play Production	1	
Journalism	240	Reporting I	3	
Journalism	340	Journalism Practice	2	
Speech	303	Advanced Radio/TV Production	3	

RETAIL MANAGEMENT

(Associate in Science)

Designed to prepare students for careers in middle management positions large or small retail firms as well as for independent store ownership. Retail Management combines on-campus courses with part-time positions at carefully selected retail establishments, consistent with individual employment goals.

During the two-year period a minimum of 240 hours of on-the-job training is required, enabling students to put theory into practice while developing competence through practical experience. Course work emphasizes the functions of marketing, economics, merchandising, operations and management within the retailing field. Students are provided academic, personal and occupational guidance and assistance in finding both full-time and part-time employment.

Places of employment:

Positions in large and small firms
Vacation resorts
Hotels
Motels

Wholesale establishments

Types of jobs:
Independent store ownership
Management training with retail firm
Sales—retail and wholesale

Retail Management Curriculum

64 sem.

Business	102	Introduction to Business	3
	141	Business Mathematics	3
	201, 202	Principles of Accounting	6
	300	Retailing	3
	308	Personnel Management	3
	304	Marketing	3
	305	Small Business Management	3
	306, 307	Business Law	6
	320	Advertising	3
	205	Salesmanship	3
	312	Retail Field Experience	4
English	104, 108	Written English	6
Economics	201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing	3
Electives			9

Retailing

Minor B.A. and B.S. Degree

18 sem.

Business	205	Salesmanship	3
Business	300	Retailing	3
Business	304	Marketing	3
Business	305	Small Business Management	3
Business	308	Personnel Management	3
Business	320	Advertising	3

SECRETARIAL

(Associate in Science)

Two-year Secretarial programs provide entry-level training for students desiring secretarial or stenographic employment by preparing them to meet demands of the present complex office procedures.

Necessary basic skills, understanding and appreciation of business operations, decision-making, and personality development are studied in this associate degree program that offers four options from which students may choose to enroll:

- Executive Secretarial
- General Secretarial
- Legal Secretarial
- Medical Secretarial

While the general secretary's primary job is taking dictation and transcribing for one or more persons and often in a stenographic pool, she may also have other duties: filing records and filing; answering the phone and receiving callers; opening, reading, and routing mail; operating simple office machines; and composing routine letters.

As the secretary improves basic skills, acquires experience and becomes thoroughly familiar with the boss's policies as well as the business, she relieves the employer of routine chores and details, planning business trips, arranging appointments and meetings, keeping his calendar, running personnel errands, handling personal mail, even composing some of the correspondence, which requires a thorough knowledge of grammar, punctuation and spelling.

To qualify as an executive secretary, she may be more an assistant to her boss than a secretary. Functioning in an extra-creative job, she performs assignments on her own initiative, often directing work of others such as a staff of clerk-typists and secretaries. Thus, the Executive Secretarial program, in addition to basic office skills, requires training in management. She must be able to relieve her boss of routine duties, be his representative in dealing with business matters and have responsibility for planning, decision-making and administration.

Legal and Medical Secretarial programs emphasize specialties of the legal and medical professions to enable graduates to function effectively in their respective offices. Those enrolling in the Medical Secretarial program learn to type medical information, acquire a knowledge of medical information, acquire a knowledge of medical terminology, medical shorthand and medical secretarial practices, which include keeping records, making appointments, billing, collecting fees and being the practical public relations agent. Practical experience is 140 hours.

The Legal Secretarial program emphasizes preparation of briefs, wills, petitions, corporate minutes and similar documents. A minimum of 140 hours in area law offices is required.

Common to all four options are on-campus courses involving basic stenographic skills and on-the-job training in off-campus offices representative of each of the four degree programs.

Places of employment:	Types of jobs:
Business, legal and medical offices	Stenographers
Government agencies	Secretaries
Insurance firms	Executive Secretaries
Banks	Clerical positions
Legal departments	

Two-Year Executive Secretarial

64 sem. hrs.

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	306	Business Law	3
Business	314	Office Management	2
English	104	Written English	3
English	109	Technical Writing	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4

Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	212	Executive Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	302	Advanced Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	314	Executive Dictation and Transcription	2
Bus. Ed.	351	Executive Office Administrative Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	100	Introduction to Electronic Data Processing	3
EDP	101	Punched Card Data Processing	2
Psychology	101	Introduction to Psychology I	3
Speech	101	Fundamentals of Speech	3
*Electives			2

*Bus. Ed. 101 may be utilized an elective if no previous credit has been earned in this area.

Two-Year General Secretarial

64 sem.

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
English	104	Written English	3
English	109	Technical Report Writing	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	251	Business Communication	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	302	Advanced Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	314	Executive Dictation and Transcription	2
Bus. Ed.	351	Executive Office Administrative Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	101	Punched Card Data Processing	2
Home Ec.	103	Principles of Clothing Selection	2
Psychology	101	Introduction to Psychology I	3
Speech	101	Fundamentals of Speech	3
		or	
Speech	107	Speech Improvement	2
*Electives			10/11

*Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

Two-Year Legal Secretarial

64 sem.

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	306	Business Law	3
Business	307	Business Law	3
Business	314	Office Management	2
English	104	Written English	3
English	109	Technical Report Writing	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	213	Legal Typewriting	2

Bus. Ed.	251	Business Communications.....	2
Bus. Ed.	301	Advanced Shorthand and Transcription.....	4
Bus. Ed.	307	Advanced Legal Shorthand and Transcription.....	4
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	315	Legal Dictation and Transcription.....	2
Bus. Ed.	353	Legal Office Administrative Management.....	3
Bus. Ed.	354	Legal Office Experience.....	2
EDP	100	Introduction to Electronic Data Processing.....	3
Speech	101	Fundamentals of Speech.....	3
*Electives.....			4

Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

Two-Year Medical Secretarial

64 sem. hrs.

Required Courses:

Biology	102	Introduction to Biology.....	4
Business	141	Business Mathematics.....	3
Business	314	Office Management.....	2
English	104	Written English.....	3
English	109	Technical Report Writing.....	3
Bus. Ed.	100	Medical Terminology.....	3
Bus. Ed.	102	Intermediate Typewriting.....	2
Bus. Ed.	103	Records Management.....	2
Bus. Ed.	202	Intermediate Shorthand.....	4
Bus. Ed.	204	Secretarial Accounting.....	3
Bus. Ed.	211	Advanced Typewriting.....	2
Bus. Ed.	214	Medical Typewriting.....	2
Bus. Ed.	251	Business Communications.....	2
Bus. Ed.	301	Advanced Shorthand and Transcription.....	4
Bus. Ed.	304	Advanced Medical Shorthand and Transcription.....	4
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	316	Medical Dictation and Transcription.....	2
Bus. Ed.	355	Medical Office Administrative Management.....	4
Bus. Ed.	356	Medical Office Experience.....	2
Psychology	101	Introduction to Psychology I.....	3
Speech	101	Fundamentals of Speech.....	3
*Electives.....			5

Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

One-Year Certificate—Secretarial in Applied Science

32 sem. hrs.

Required Courses:

English	104	Written English.....	3
English	109	Technical Report Writing.....	3
EDP	100	Introduction to Electronic Data Processing.....	3
Bus. Ed.	102	Intermediate Typewriting.....	2
Bus. Ed.	103	Records Management.....	2
Bus. Ed.	201	Beginning Shorthand.....	4
Bus. Ed.	202	Intermediate Shorthand.....	4
Bus. Ed.	211	Advanced Typewriting.....	2
Bus. Ed.	251	Business Communication.....	2
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	351	Executive Office Administrative Management.....	3
Bus. Ed.	352	Directed Office Experience.....	2

Clerical-Secretarial

Minor B.A. and B.S. Degree

18 sem. hrs.

Business	102	Introduction to Business.....	3
Business	141	Business Mathematics.....	3
Bus. Educ.	102	Intermediate Typewriting.....	2

Bus. Educ.	103	Records Management.....	2
Bus. Educ.	251	Business Communications.....	2
Bus. Educ.	211	Advanced Typewriting.....	2
Bus. Educ.	311	Office Machines.....	2
Bus. Educ.	351*	Executive Office Administrative Management.....	3
Bus. Educ.	352*	Directed Office Experience.....	2

*Specialized courses in office administrative management and office experience may be substituted.

ENGINEERING TECHNOLOGY

(Associate in Science)

This two-year program prepares students for positions in industry in the occupational areas between the craftsman and the engineer, such as supervisors and technological and engineering assistants. The program is excellent preparation for students who plan to work toward their baccalaureate degree.

As well as offering a concentration of courses in the technical fields, the curriculum includes general education courses with emphasis on acquiring skills necessary for job entry. Areas of concentration include: construction technology, drafting design technology, electrical/electronic technology, manufacturing technology, power technology, printing technology, mining technology with civil and mechanical conditions.

Places of Employment:

Public utility companies
State and municipal public works
Highway departments
Construction Companies
Manufacturing Companies
Printing Companies
Mines

Types of Jobs

Construction:
Building Trades
Residential Construction
Electrical/Electronic
Lab testing
Operating and maintenance of electrical machinery in
Mining
Industry
Home entertainment service

Manufacturing

Operation of machinery
Machine Maintenance
Production

Printing

Layout and design
Photo mechanical work
Press work
Shop supervision

Drafting/Design

Machine design
Electrical drafting
Construction drawing

Power

Auto service technicians
Shop supervisors

Mining

Machine maintenance
Mine safety

Two-Year Technology (General Education—29 hours)

English	104	Written English.....	3	69-72 sem. 5.
	108	Written English.....	3	
	109	Technical Writing.....	3	
Math	101	Applied Technical Math I.....	3	
	102	Applied Technical Math II.....	3	
Physics	101	Introduction to Physics.....	4	
	102	Introduction to Physics.....	4	
EDP	100	Introduction to Electronic Data Processing.....	3	
Social Studies			3	

To fulfill social studies requirement take either Psychology 101 (Introduction to Psychology) or Economics 200.

(Required Related Courses—26 hours)

Tech	103	Basic Electricity	3
	112	Basic Electronics	4
	121	Drafting	3
	170	Statics	3
	182	Materials & Processes of Ind.	3
	190	Industrial Orientation	1
	193	Personnel Prob. & Labor Rel.	3
	194	Personnel Administration	3
	270	Strength of Materials	3

(Concentration—14-16 hours—Select One)**CONSTRUCTION TECHNOLOGY**

Tech	268	Bldg. Construction	4
	367	Construction Theory & Lab	4
	372	Surveying	3
	368	Environmental Systems	4

DRAFTING DESIGN TECHNOLOGY

Tech	221	Graphic Illustrations	2
	224	Architectural Drafting	4
	225	Jigs, Fixtures, & Machine Design	4
	324	Drafting Room Techniques	4

ELECTRICAL—ELECTRONIC TECHNOLOGY

Tech	203	Electrical Measurements	4
	206	Electrical Machinery	4
	210	Intro. to Computer Elec.	2
	315	Industrial Electronics & Controls I	2
	415	Elec. Maintenance	2

MANUFACTURING TECHNOLOGY

Tech	168	Welding	4
	171	Machine Shop	4
	262	Arc Welding	2
	364	Manufacturing Processes	4

MINING TECHNOLOGY: CIVIL OPTION

Tech	195	Mining & Safety Engineering	2
	291	Mining Drafting	2
	292	Mining Equip., Controls & Applications	3
	372	Surveying I	3
	395	Mine Design, Ventilation & Drainage	3
	472	Surveying II	3

MINING TECHNOLOGY: MECHANICAL OPTION

Tech	195	Mining & Safety Engineering	2
	206	Electrical Machinery	4
	346	Fluid Power	4
	292	Mining Equip., Controls & Applications	3
	315	Industrial Electronics & Controls I	2

PRINTING TECHNOLOGY

Tech	135	Printing Processes	3
	231	Image Trans. Mech	3
	232	Cont. Tone Photo	2
	237	Layout & Design	3
	238	Graphic Arts Photography	3
Bus. Ed.	102	Intermediate Typewriting	2

POWER MECHANICS TECHNOLOGY

Tech	148	Engine Theory	4
	149	Power Transfer	4
		or	
	153	Electrical Sym.—Air Cond.	4
	151	Hydraulic & Suspension System	4
	150	Carburetion & Ignition Theory	4

Technology

Minor B.A. and B.S. Degree		26 sem. hr
Tech	103	Basic Electricity3
	112	Basic Electronics.....4
	121	Drafting.....3
	170	Statics3
	182	Materials and Processes of Industry3
	190	Industrial Orientation1
	193	Personnel Problems and Labor Relations3
	194	Personnel Administration.....3
	270	Strength of Materials.....3

GENERAL STUDIES
(Associate of Arts)

The open-ended self-designed nature of the General Studies program offers various options upon its completion by providing semi-professional and technical occupational students with a minimal general education. With careful selection graduates can continue in any four-year program at Fairmont State or any other four-year college or university.

The General Studies degree meets the needs of individuals undecided about the kind of post high school training that will benefit them most, of people who discover their job skills need updating or of those who may have to interrupt their education.

Prospects

- Minimal college degree for those temporarily unable to complete a four-year program.
- Continuation or transfer into four-year degree programs.
- Background in a variety of liberal arts courses which may facilitate career selection.

General Studies		64 sem.
Semester 1		
English 104.....		
Art 255 or Music 205		
History or Social Science.....		
Physical Education Activity		
Science or Math		
Elective		
Semester 2		
English 108.....		
History or Social Science.....		
Science or Math		
Electives.....		
Semester 3		
English 260.....		
History or Social Science.....		
Speech 101		
Electives.....		
Semester 4		
English 250.....		

History or Social Science.....	3
Electives.....	10
	—
	16

PUBLIC SERVICE TECHNOLOGY COMMUNITY SERVICE TECHNICIAN (Associate in Applied Science)

The two-year program in Community Service Technology is designed to train paraprofessional social workers to meet the growing manpower needs of the social service system.

Curriculum content has its major emphasis in the theory and practice of human service systems. Background knowledge in the social sciences and elective time to be used to develop expertise in a specific area or field of service delivery is included.

A practicum is required during two semesters where the student will be placed in local public or private agency for an educationally directed experience of service delivery.

Community Service (Social Work) Technician			64 sem. hrs.
English	104	Written English.....	3
	109	Technical Report Writing.....	3
Health	100	Personal Health.....	3
Speech	101	Fundamentals of Speech.....	3
Psychology	101	Introduction to Psychology.....	3
Pol. Sci.	103	American Government.....	3
History	108	U.S. History II.....	3
Business	141	Business Mathematics.....	3
Sociology	110	Introduction to Sociology.....	3
	200	Social Problems.....	3
Social Work	210	Introduction to Social Work.....	3
Com. Ser. Tech	100	Community Service Technology I.....	4
	101	Community Service Technology II.....	4
	200	Community Service Technology III.....	4
	201	Practicum.....	1-12
*Electives.....			7

Elective courses should be selected with advisor consultation to meet the career objectives of student.

Community Service Technician

Associate B.A. and B.S. Degree			21 sem. hrs.
Sociology	200	Social Problems.....	3
Com. Ser. Tech	100	Community Service Tech I.....	4
	101	Community Service Tech II.....	4
	200	Community Service Tech III.....	4
	201	Practicum.....	6

EMERGENCY MEDICAL SERVICES (Certificate in Applied Science)

The following Emergency Medical Services one-year certificate program will be implemented in January 1976. This program is designed to train paraprofessionals to provide emergency medical services commensurate with the needs of the geographic region and consists of three areas of specialization. Upon completion of the program, participants would qualify for examination by the West Virginia Department of Health for (1) EMT certification; (2) paramedic certification; and (3) emergency medical services certification.

A one-year certificate would be awarded upon successful completion of the program.

Emergency Medical Services Program		34 Sem. Hr
English	104.....	3
EMS	100.....	4
PE	211.....	4
Psychology	101.....	3
EMS	105.....	3
EMS	200.....	3
PE	331.....	1
HTH	202.....	3
Sociology	110.....	3
Bus Ed	100.....	3
EMS	201.....	4

FIRE PROTECTION AND SAFETY TECHNOLOGY

(Associate in Applied Science)

With emphasis on developing experience, knowledge and understanding in the areas of fire safety, causes and suppression. Fire Protection and Safety Technology provides students with career competencies to accept positions as full-time and volunteer firemen, members of industrial safety teams or employees of insurance companies, government agencies and inspection service.

Individuals presently employed by fire service organizations or serving with volunteer fire companies, who want to further their education, and those interested in fire protection and safety are eligible to enroll in this program, which also offers both paid and voluntary firemen more opportunities for professional development.

Places of employment:

Government agencies
Community agencies
Inspection services
Industrial safety teams

Types of jobs:

Full-time firemen
Volunteer firemen
Members of industrial safety teams
Employees of fire insurance companies

Fire Protection and Safety

English	104	Written English.....	3
	109	Technical Report Writing	3
Phy. Sci.	102	Chemistry	2
EMS	100	Introduction to Emergency Medical Services I.....	4
Tech	103	Basic Electricity	3
Tech	182	Materials & Process of Industry	3
	193	Personnel Problems	3
	194	Personnel Administration	3
	392	Blueprint Reading	3
Fire Sci.	193	Fire Protection Org	3
	194	Fire Suppression.....	3
	196	Hydraulics & Water Supply	3
	192	Codes & Practices.....	3
	291	Fire Prevention & Inspection	3
	293	Detection & Suppression Systems	3
	204	Intro. to Public Administration	3
	292	Fire Tactics	3
	294	Safety Laws & Insurance	3
	296	Practicum	4
Electives.....			6

64 Sem. Hr

Fire Science

Minor B.A. and B.S. Degree		21-22 sem. hrs.
Fire Sci.	193	Fire Protection Organization
	192	Codes and Practices
	291	Fire Prevention and Inspection.....
	194	Fire Suppression.....
	292	Fire Tactics
Elective hours to be selected from following		6-7
Fire Sci.	204	Introduction to Public Administration.....
	196	Hydraulics and Water Supply
EMS	100	Intro. to Emergency Medical Services

LAW ENFORCEMENT

(Associate in Applied Science)

Designed to prepare individuals for effective law enforcement careers, the Law Enforcement program at Fairmont Community College meets state and regional needs by providing experience, knowledge and understanding in the areas of:

Places of employment:

local, county and state police
 customs service
 border patrol
 executive protection service
 commercial security agencies
 industrial security agencies
 corrections systems
 professional law enforcement

corrections institutions

probation agencies
 parole agencies
 related careers in criminal justice
 training for inservice personnel
 upgrading for advancement
 status of police and
 corrections officers
 corrections agencies

Law Enforcement

64 sem. hrs.

English	104	Written English
	109	Technical Report Writing
Pol. Sci.	103	American National Government.....
	205	State & Local Government
Psychology	101	Introduction to Psychology.....
	230	Social Psychology.....
	300	Abnormal Psychology
Sociology	110	Introduction to Sociology.....
	340	Juvenile Delinquency
	450	Minority Groups
Speech	101	Fundamentals of Speech
EMS	100	Introduction to Emergency Medical Services I.....
Law Enforc.	100	Introduction to Law Enforcement.....
	101	Police Operations.....
	102	Principles of Criminal Law.....
	200	Criminalistics.....
	*201	Traffic Law Enforcement
	*202	Police-Community Relations.....
	203	Civil Liberties
	*204	Civil & Police Administration.....
Electives.....		2

E. 206, Introduction to Corrections, may be substituted.

Law Enforcement

Minor B.A. and B.S. Degree

31 sem. hrs

L.E.	100	Introduction to Law Enforcement.....	3
	101	Police Operations.....	3
	102	Principles of Criminal Law.....	3
	200	Criminalistics.....	3
	201	Traffic Law Enforcement.....	3
	202	Police Community Relations.....	3
	340	Juvenile Delinquency.....	3
EMS	100	Intro. Emergency Medical Services.....	4
Electives in Law Enforcement Curriculum.....			6

PSYCHOLOGICAL SERVICE TECHNICIAN

(Associate in Applied Science)

Developed to meet demands for workers in mental health and applied areas of psychology and human services, the Psychological Service Technician program provides opportunities for individuals interested in psychology careers. Also allowing continuation toward a B.S. degree without loss of time or credits, it assures professional advancement.

The last of five academic semesters includes a summer of supervised cooperative work experience in an approved agency.

Students will perform therapeutic-preventive roles and be involved in recognition and assessment of problem behaviors through interviews, observation, testing and program implementation under supervision.

Types of jobs:

Community action workers
Caseworker aides
Psychiatric aides
Public health aides
Mental health aides
Employment service interviews
Social security officers
claims
interviews

Places of employment:

Public institutions
Private institutions
Corrections organizations
Schools
Drug abuse center programs
Business and industries
Mental health centers
Hospitals

Psychological Service Technician

64 sem. hrs

English	104	Written English.....	3
	108	Advanced Written English.....	3
		or	
	109	Technical Report Writing.....	3
Speech	101	Fundamentals of Speech.....	3
	240	Group Discussion.....	3
Sociology	110	Introduction to Sociology.....	3
Psychology	101	Introduction to Psychology.....	3
	102	Introduction to Psychology.....	3
	210	Personal Adjustment.....	3
	250	Community Psychology.....	3
		or	
	260	Industrial and Personnel-Psychology.....	3
	230	Social Psychology.....	3
Psychology	494	Interpersonal Dynamics.....	3
		*Practicum I.....	3
		*Practicum II.....	3
		Psychology Electives.....	12
		Electives.....	9
Psychology	480	Directed Research.....	4

This is full-time employment for which pay and academic credit is given, if possible).
 If the Industrial-Personnel emphasis is chosen, then Methods I and II must be taken as psychology-electives along with Practicums I and II (487 and 489) during the third and fourth semester.
 If Community Service is chosen, then Clinical Practicums I and II are taken.

The program is relatively open in that many electives exist. The "open electives" may be used to fulfill basic studies requirements towards a B.S. degree or in pursuing personal interests. The psychology electives" must be chosen in consultation with the student's adviser and may be from the psychology curriculum or other disciplines. This flexibility will allow for an optimum student-training—job market" fit. It is in the Practicums and Seminar, where the student educational experiences and "real world" demands meet, that an integration occurs under the direction of a faculty member and agency supervisor.

Psychological Service Technician

Minor B.A. and B.S. Degree

18 sem. hrs.

Required Courses

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
Any two courses from the 200 Level		6
Any two courses from the 300 or 400 Levels		6

RECREATIONAL LEADERSHIP

(Associate in Applied Science)

The two-year Recreational Leadership curriculum is designed to provide a foundation of recreation philosophy principles and objectives plus a basic general education during the first year.

The second year consists of an expanded program in recreation theory plus two "field" experiences which are designed to provide practical experience in a variety of recreational settings with different clientele. The program also provides a variety of elective classes in sport coaching, outdoor recreation and aquatic activities.

Recreational Leadership

70 sem. hrs.

Course Requirements

REC	141	Introduction to Recreation	3
REC	142	Social Recreation	3
REC	143	Outdoor Recreation	3
REC	144	Group Leadership	3
REC	145	Program Planning and Organization	3
REC	146	Folk and Square Dance	2
REC	153	Seminar in Outdoor Recreation	2
REC	154	Recreation Field Work I	2
REC	155	Recreation Field Work II	2

Related Requirements

ENG	104	Written English	3
ENG	108	Advanced Written English	3
SPCH	101	Fundamentals of Speech	3
DRAM	151	Play Production	2
BIOL	101	General Biology	4
BIOL	102	General Biology	4
I.E.	186	Recreational Crafts	2
MUS	205	Music Appreciation	2
BUS	201	Principles of Accounting	3
SOC	110	Introduction to Sociology	3
PSY	101	Introduction to Psychology	3
SAF	101	First Aid	2
PH ED	231	Games and Rhythms	2
PH ED	232	Basic Aquatics	2
PH ED	233	Advanced Aquatics—Lifesaving	2
PH ED	234	Field Sports	4

PH ED 235 or Court Sports4

New Programs

Respiratory Therapy Technology, Associate in Applied Science. Respiratory Therapists perform under the direction of physicians in hospitals, clinics, research facilities, nursing homes, and home-care settings. Clinical affiliates are United Hospital Center, and the Veterans Hospital, Clarksburg, the Fairmont Clinic, the statewide clinical facilities of the United Mine Workers, and the Southern West Virginia Lur Center, Beckley.

Public Affairs, Associate of Arts. This degree is designed for individuals presently employed in public administrative positions who may desire to enhance their professionalism; for those who wish to prepare themselves for public service; and for those who are interested in expanding their understanding of the complexities of modern government administration and planning.

PRE-PROFESSIONAL CURRICULA

Pre-professional work is offered in the following fields:

Dentistry	Medicine	Pharmacy
Law	Medical Technology	Journalism

Since the majority of students doing such work will later enter the professional schools at West Virginia University, the courses have been prepared with the idea of meeting the requirements specified by University authorities for their own professional students. Students expecting to enroll in other professional schools should procure a catalog from the school they expect to enter with advanced standing so that the course taken here will meet the requirements they need to meet. The pre-professional field advisor will assist students in making all necessary adjustments.

Pre-medical and Pre-dental Curriculum

Students planning to study medicine or dentistry should complete basic science courses as well as a broad range of general education courses with an average of B or better. A student should carefully consult the catalog of the professional school which he plans to attend. At West Virginia University, the School of Medicine requires a minimum of 90 semester hours of undergraduate work exclusive of physical education and ROTC courses for admission. Pre-medical students should work towards fulfilling the requirements for the Bachelor Degree in either biology or chemistry.

The School of Dentistry requires applicants to have completed three or more academic years of work in the liberal arts.

The following courses will meet the minimum requirements for admission to the Schools of Medicine and Dentistry at West Virginia University:

Biol. 220, 221	8
Chem. 105, 106	10
Chem. 305, 306	8-10
Eng. 104, 108	6
Physics 101, 102	8

In addition, courses in the humanities and the social sciences are suggested in order to acquire a broadened intellectual background.

Pre-pharmacy Curriculum

National requirements for the study of pharmacy require five years of study beyond high school. The curriculum requires the completion of two years of pre-pharmacy and three years of study and training in a professional school of pharmacy. Prospective pharmacy students should plan their programs in such a manner as to insure meeting requirements of the particular professional school of pharmacy to which they wish to transfer. The following two-year preparatory program is suggested:

Course	First Hrs.	Year Hrs.	Second Hrs.	Year Hrs.
Biology 101, 102	4	4		
Chemistry 105, 106; 305, 306	5	5	4	4
Economics 201, 202			3	3
English 104, 108	3	3		
Math 112, 115*	3	3		
Physics 101, 102			4	4
Electives from Arts and Humanities	3	3	3	3
Electives from Social Sciences			3	3

For students not required to take Math 112 and/or 115, Math 116 and 315 are strongly recommended.

Pre-medical Technology Curriculum

Medical technology is a four-year undergraduate program. The first two years may be taken at Fairmont State College. The entrance requirements of schools of medical technology throughout the nation vary considerably. A student should consult carefully the catalog of the school which he plans to attend. Students who have completed 64 semester hours including the following courses will be eligible for admission to the third year of the medical technology program at West Virginia University.

English	104, 108	Written English.....	6
Biology	101, 102	Introduction to Biology	8
Chemistry	105, 106	Chemical Principles	10
Chemistry	205	Analytical Chemistry.....	4
Chemistry	305, 306	Organic Chemistry	8
Physics	101, 102	Introduction to Physics	8
Mathematics	112	Intermediate Mathematics I or higher	3
Physical Education.....			1-2

Courses such as microbiology, biochemistry, and anatomy should not be taken prior to enrollment in the professional school.

Pre-law Curriculum

Fairmont State College offers no distinct pre-law curriculum. Law schools generally admit applicants with a bachelor's degree in any field. Students who plan to attend law school usually major in history, political science, or business administration.

Pre-journalism

The journalism minor may also be used in most cases as a pre-journalism curriculum by students planning to transfer at the beginning of their junior year. Students enrolled in this program should consult the college where they will complete their degree for additional course requirements.

Pre-engineering Curriculum

Students planning to study Engineering should complete the following course work with a B average or better:

Mathematics	116, 216.....	8
Chemistry	101, 102.....	8
English,	104, 108.....	6
Technology,	121, 182, 190.....	7
Physical Education,	100.....	2
Social Science Elective.....		3

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The student is advised to carefully consult the catalog of the Engineering School which he plans to attend.



Courses of Instruction

ART

(Division of Fine Arts)

- 40. Art Structure and Applied Design** **three hours**
Introductory course in the principles of design applicable to various media and techniques used in studio problems.
- 41. Art Structure and Applied Design** **three hours**
Further study of the principles of design, techniques and media with emphasis on the individual's creative development.
- 42. Drawing** **three hours**
The development of technical skills in the use of various media for a fundamental knowledge stressing observation, memory training, and composition.
- 55. Theory of Art** **two hours**
Aesthetics and its application to studio work, as well as the philosophy, psychology, components, sociology, history of art, and art criticism.
- 41. Drawing from Life** **three hours**
Drawing from the posed model accompanied by analytical studies of anatomy. PR: 42.
- 55. History and Appreciation of Art** **two hours**
Considers the social and historical backgrounds and modern developments in various art fields.
- 61. Painting** **two-three hours**
Introductory course in painting, exploring various painting media and techniques. R: 140, 141, 142 or instructor's consent.
- 62. Painting** **two-three hours**
Continuation of 261 emphasizing individual creative development. PR: 261 or consent of instructor.
- 78. Ancient and Medieval Art** **three hours**
History of Art from Prehistoric times to 1400 A.D. An analysis of the various artistic expressions resulting from the philosophic, religious and sociological conditions.
- 80. Practicum** **six hours**
Supervised on-the-job learning work experience with a cooperating business or industry. Employed in Commercial Design Graphics Program.
- 83. Modeling and Sculpture** **two-three hours**
Introductory course using clay modeling, plaster, and metal sculpture.
- 84. Modeling and Sculpture** **two-three hours**
Advanced work in various sculptural media: metal casting, carving, constructions, etc. PR: 283 or consent of the instructor.
- 41. Graphics** **two-three hours**
Introduction to various techniques in printmaking as an artistic expression. PR: 142 or consent of instructor.
- 53. Elementary Art Education I** **two hours**
Experiences and theory design to prepare students to teach art on the kindergarten-primary level. Directed experiences in two and three dimensional media such as drawing, painting, poster, sculpture, and design using various media.
- 54. Elementary Art Education II** **two hours**
The theories, philosophy, and methods of teaching art education. Experiences supplemented—with references to the needs of students in teaching grades 5-9.

355. Problems in Teaching Art I**two hours**

The student will define what an art problem is, define the teachable aspects of art, examine what motivation is in art and in connection with particular art problems, and produce some art objects utilizing media and materials generally obtainable in and around most elementary schools.

356. Problems in Teaching Art II**two hours**

The student will define what an art problem on the secondary level is, examine how skill and success are related in studio art, utilize art historical example, examine how art and society are related, define what is teachable in art, and select specific art problems in conjunction with the particular age level and interests of secondary students.

361. Painting in Oil**two-three hours**

Development of individual expression in painting. PR: 262 or consent of instructor.

362. Painting in Oil**two-three hours**

Continuation of 361. PR: 361 or instructor's consent.

363. Painting in Watercolor**two-three hours**

Introductory course in the fundamentals and techniques of watercolor. PR: 140, 142 or instructor's consent.

364. Painting in Watercolor**two-three hours**

Continuation of 363 emphasizing individual creative development. PR: 363 or consent of instructor.

376. Civilization—A Personal View**three hours**

An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.

377. Italian and Northern Renaissance Art**three hours**

History of painting, sculpture, architecture, and the minor arts in Italy, the Netherlands, Germany, Spain, France, and England from circa 1400 A.D. to the 19th century. PR: Art 255.

378. Nineteenth Century and Contemporary Art**three hours**

History of art from the 19th century to the present with an analysis of art movements. PR: Art 255.

383. Ceramics**two-three hours**

Introduction to basic ceramic techniques: hand construction, potters' wheel, glazing and kiln firing.

384. Ceramics**two-three hours**

Advanced work in ceramic sculpture, wheel thrown ceramics, glaze theory, kiln firing and kiln construction. PR: 383 or instructor's consent.

431. Methods and Materials in Teaching Art**two hours**

Planning and application of problems for junior and senior high schools. Coordinated with the Education Department and the public schools. Designed for students who are practicing teaching or for teachers in service. Taken during the Initial Performance Practicum.

461. Advanced Painting in Oil**two-three hours**

PR: Art 362 or consent.

462. Advanced Painting in Oil**two-three hours**

PR: Art 461 or consent.

463. Studio in Painting**two-three hours**

The student is permitted to select the medium and then experimentally exploit the technical and creative possibilities that it permits. PR: Art 362.

464. Studio in Ceramics**two-three hours**

The student is permitted to select the medium and then experimentally exploit the technical and creative possibilities that it permits. PR: Art 384.

465. Studio in Sculpture**two-three hours**

The student is permitted to select the medium and then experimentally exploit the technical and creative possibilities that it permits.

167. **Area Studies** one-four hours
 168. **Area Studies** one-four hours
 169. **Area Studies** one-four hours

A group of three courses intended to allow the student intensive or continued study in a particular area. These are elective courses and the consent of the instructor is required. A six-hour limit is imposed for each student. These courses are not eligible for substitution for required courses in the Art specialization.

170. **Senior Exhibit** one hour

Required of every art major during his senior year: to organize a formal gallery exhibition of works selected from his college work.

BIOLOGY

(Division of Science and Mathematics)

101. **Introduction to Biology** four hours

Introductory studies concerning the following areas: chemical and physical properties of the cell, genetics, and some attention given to ecological relationships. Three lectures and one two-hour laboratory per week. Not accepted toward fulfilling any Biology degree requirements.

102. **Introduction to Biology** four hours

A study of plants and animals emphasizing basic life functions and their interrelationships to a changing environment. Three lectures and one two-hour laboratory per week. Not accepted toward any Biology degree requirements.

150. **Human Sexuality** three hours

The study of the various aspects of human reproduction. Anatomical, physiological, ecological and sociological areas of reproduction will be covered. It is designed as a general education course for all students. Biology 150 will not be accepted toward fulfilling specific requirements for any degree in biology.

170. **Anatomy and Physiology** four hours

Examination of the architecture of cells, tissues, organs, and organ systems relationships which interact in the processes leading to the total function of the human being. This examination will include a detailed study of the digestive, respiratory, excretory, nervous, reproductive, and endocrine systems as well as the interactions. Three hours lecture and one 2-hour lab per week. The course is designed for the Allied Health Programs and will not count as an elective toward any Biology degree requirements.

200. **Ornithology** three hours

Lecture, field and laboratory studies on the anatomy, identification, migration, nesting and food habits of birds. Consideration is given to the economic, aesthetic and ecological significance. Two lectures and one two-hour field and/or laboratory periods per week.

205. **Technical Microbiology** three hours

Designed for the Allied Health Programs to emphasize the history of microbiology, microbial morphology and structure; microbial growth and physiology; environmental effects on bacteria; inhibition and killing of bacteria; virulence, pathogenicity, and invasiveness of microbes; modes of disease transmission; resistance and immunity; and techniques of isolation, handling, culturing, identifying bacteria and the inhibition of bacteria. Safety, cleanliness, and responsibility are taught in the laboratory. Two lectures and one 2-hour lab per week. Biology 224 will not substitute for Biology 205 or vice versa.

210. **Field Studies in Biology** three hours

A survey stressing the taxonomy, distribution and habits of representative forms of the area. Special emphasis on collection, identification, and preservation of some of the more representative forms. One hour lecture and/or 4 hours of laboratory and field work per week. PR: 101, 102, or 220, 230.

215. Bio-Photography**two hour**

A course designed to familiarize students with the fundamentals of photograph and its many applications in the field of biology, including photomicrography. Open to students who have an interest in both photography and biology. PR: 10 hours of Biology courses.

220. Invertebrate Zoology**four hour**

Two lectures and two two-hour laboratories each week. Facts and principles fundamental to an understanding of the invertebrate animals will be presented. This course is designed for Biology majors, minors and pre-professionals.

221. Vertebrate Zoology**four hour**

Two lectures and two two-hour laboratories each week. Facts and principles fundamental to an understanding of vertebrate animals will be presented.

224. Microbiology**three hour**

Two lectures and one two-hour laboratory each week. The techniques of isolation and identifying bacteria are considered. Attention is given to the several types of disease-producing microorganisms and methods of control. This is a general course designed to give the student an understanding of the importance of microorganisms in the life of man. PR: 230.

230. General Botany**four hour**

Two lectures and two two-hour laboratories each week. The first part of the semester is given to the study of the structures and functioning of the seed plant. The second part includes a survey of both lower and higher forms of plants with emphasis on reproductive structures. Basic to all other botany courses.

242. Bio-Ecology**three hour**

This course constitutes a study of the relationship of organisms to their environment. The edaphic, climatic, and biotic factors are given consideration. Human ecology and conservation are presented where pertinent. PR: 101, 102, or 220, 230.

250. Introduction to Entomology**three hour**

Two hours lecture and two (2) hours of lab and/or field work per week. Lecture, laboratory, and field studies on the anatomy, physiology, distribution, and identification of insects. Major emphasis will be placed on identification and economic importance.

285. Field Zoology**three hour**

Primarily for those who teach or intend to teach biology. This course aims to familiarize students with the animal life of the State in its natural surroundings and includes the collection, identification, and study of habits of the various forms found in this region. PR: 101, 102, or 220, 221. Offered only in summer.

290. Field Botany**three hour**

Designed primarily for those students who plan to teach. The various groups of plants are considered in the field and laboratory with emphasis on the seed plants. Some attention is given to ecology. PR: 101, 102 or 230 or consent of instructor. Offered only in summer.

310. Cell Biology**three hour**

An introductory course in cellular physiology emphasizing functions common to a living form of matter. The physical and chemical properties of protoplasm will be studied to show their relationship to structure, morphology, and development of cell and their significance in the life processes relating Form and Function. PR: Chemistry 101, 102 or Chemistry 105, 106.

340. The Plant Kingdom**three hour**

Two lectures and one two-hour laboratory each week. This course deals with the structural characteristics of the great plant groups through the Bryophytes. The organization, development, and reproductive structures are considered in detail. Teaching materials are compiled and techniques are developed. There are field trips on occasion. PR: 230.

- 41. The Plant Kingdom** **three hours**
Two lectures and one two-hour laboratory each week. Continuation of the Plant Kingdom, 340, but may be taken as an independent unit. This course covers the vascular plants including the ferns, gymnosperms, and angiosperms. PR: 230.
- 42. Mycology** **four hours**
The course constitutes a study of the development, morphology and taxonomy of the fungi and familiarizes the student with the relation of fungi to human affairs. Two lectures and two two-hour laboratories weekly. PR: 230.
- 50. Comparative Anatomy of Vertebrates** **four hours**
Two lectures and two two-hour laboratories each week. The anatomical similarities and differences among representative vertebrate animals will be given to evolutionary structural advancements.
- 60. Biochemistry** **three hours**
A study of the general principles of biochemistry including the metabolism of carbohydrates, proteins, and fats. Biosynthetic pathways, enzymatic mechanisms, biological oxidation, and other aspects of the subject are considered. PR: Chemistry 305, Biology 230, 221, and 310. (Chemistry majors & minors by consent).
- 70. Plant Physiology** **four hours**
Two lectures and two two-hour laboratories each week. All of the physiological processes of plants are considered; ascent of sap, transpiration, food and bio-chemical synthesis, respiration, translocation, and growth and development. PR: 230, 295.
- 80. Introduction to Genetics** **three hours**
Principles of inheritance; chemical nature, structure and function of genetic materials. Implications to population and human genetics. Two hours lecture and one two-hour laboratory per week. PR: 310, and 220 or 230 or consent.
- 91. Principles of Evolution** **three hours**
A study of the principles of organic evolution; physical, chemical and biological phenomena related to the understanding of the long term changing process of life. Two lectures and one two-hour laboratory per week. PR: 101, 102, or 220 or 230.
- 1. Histology** **four hours**
Two lectures and two two-hour laboratory periods each week. An analysis of the arrangement of fundamental animal tissues to differentiate between cell types and study their relationships to each other in the functioning organism. Also, this course will include histological technique to give the student an introduction to the preparation of animal tissues for study. PR: 221 or 350.
- 5. Hydrobiology** **four hours**
A study of the physical, chemical, and biological aspects of the various aquatic habitats. Emphasis is on the ecology of the various communities, with development of techniques in field ecology which may apply. Two lectures and two two-hour laboratory periods per week. PR: 210, 220, 230.
- 8. Plant Pathology** **three hours**
This course constitutes a study of the causal agents of plant diseases and their morphological and physiological effects upon the host. Consideration is also given to the control measures involved. Two lectures and one two-hour laboratory weekly. PR: 30 and 342 or consent of instructor.
- 10. Vertebrate Embryology** **four hours**
Two lectures and two two-hour laboratories each week. This course offers an introductory study of the developments of the vertebrates. Emphasis of study is chiefly upon the frog, chick, and pig. PR: 221 or 350.
- 10. Plant Anatomy** **three hours**
Two lectures and one two-hour laboratory each week. Attention is given to the fundamental tissue organization of the higher plants. Development and differentiation of all type and structures are considered as they relate to the functioning of the organism as a whole. PR: 230.

450. Comparative Physiology**four hours**

A detailed study of the significance of the chemical properties of protoplasm in life processes including nutrition, respiration, circulation, excretion, nervous, reproduction and feed back mechanisms of control of synthesis, release, hyper and hypococtions, chemical nature and effects of the secretions and synergistic interactions. Twelve lectures and two two-hour laboratory periods per week. PR: Biology 295 and 220 or 221 or 350.

490. Seminar in Biology**one hour**

All biology majors, in the B.S. program either in their junior or senior year, will meet for one hour each week, for one semester. Each student will participate at least once during the term by reviewing a pertinent topic of biological significance for his fellow participants. PR: 20 hours of biological courses and consent.

495. Problems in Biological Sciences**two hours**

This course is designed for students who have interest in a specific problem in biology. It should not be used as a means of meeting requirements but rather as a research course that goes beyond the usual courses in developing the student. PR: 20 hours of biological courses and consent.

BUSINESS ADMINISTRATION

(Division of Commerce)

102. Introduction to Business**three hours**

A survey of the various fields of business designed to acquaint the student with the basic principles, practices, and employment opportunities of each field. The student is provided, early in his college training, with the information of and preparation for the advanced courses in business to aid in choosing his major studies. Limited to the two-year secretarial and clerical curricula, non-majors, and four-year Business Education students.

141. Business Mathematics**three hours**

This course is designed to provide knowledge and skill in the computation of the practical problems of a business. The course content should form a sound basis for further study in the following areas: accounting, business finance, marketing, and related business subjects. Special emphasis will be directed to review of the basic arithmetic skills. Does not satisfy mathematics in General Requirements. Not open to students with credit for Math 205, unless fulfilling requirements for A.B. in Business Education.

201. Principles of Accounting**three hours**

Fundamental accounting theory and procedures: Organization of accounts, the accounting cycle, working papers and the preparation of financial and operating statements for individual proprietorships.

202. Principles of Accounting**three hours**

The second semester of this course is a further study of the accounting process applied to various business organizations. The two semesters of this course are designed to give students an adequate understanding in the recording, classifying and summarizing of business transactions in order to proceed with the interpretation and analysis of accounting data. This course is a basic course for (1) accounting majors, (2) majors in other areas of business administration, and (3) those whose major interest is in economics, political science, law or other professional areas. PR: 201.

205. Salesmanship**three hours**

A study of techniques appropriate to personal selling, both retail and commercial. Students are given opportunities to construct and give sales presentations.

300. Retailing**three hours**

Presents an overview of retailing, including such areas as organizational structure, merchandising practices and procedures, promotional activities, store planning, layout, and control methods, thus providing technical and theoretical knowledge necessary for attaining middle management employment in this field.

- 301. Intermediate Accounting** **three hours**
Primarily the study of general financial accounting theory as it relates to balance sheet items. Included is a brief review of the accounting cycle and income recognition theory. Current tax regulations are considered where applicable. PR: Bus. 202.
- 302. Intermediate Accounting** **three hours**
A continuation of 301 to include the study of corporate ownership equity and the analysis and interpretation of accounting data. PR: Bus. 301.
- 303. Advanced Accounting** **three hours**
Includes accounting for special situations: partnerships, installment and consignment sales, home office-branch relationships, consolidations, and fund accounting. Attention is focused on the current AICPA position relative to these special accounting situations. PR: Bus. 302.
- 304. Marketing** **three hours**
A study of those business activities that direct the flow of goods and services from producers to consumers. PR: Econ. 201, 202, or consent of instructor.
- 305. Small Business Management** **three hours**
Designed to familiarize the student with the management function required to operate a small business. The problems and requirements for success are studied and the student learns how to succeed as an independent business entrepreneur.
- 306. Business Law** **three hours**
A study of the nature and function of our legal system, courts, and procedure, including the law of contracts, agency, and partnership.
- 307. Business Law** **three hours**
Continuation of 306. Substantive law of corporation, sales, secured transactions, commercial papers, and the legal basis of property as applied to business situations. Business 307 will not satisfy three hours requirement in the teaching fields in Business Education. PR: Bus. 306.
- 308. Personnel Management** **three hours**
A study of the field of personnel management and industrial relations including its background, development, and modern practices.
- 309. Industrial Organization & Management** **three hours**
The emphasis in this course is on the modern approach to the field of management. The theoretical and practical approaches are presented along with analytical techniques that are applicable in the various management and production areas.
- 310. Statistics** **three hours**
The course includes computation of statistical measurements, methods of collecting and analyzing data, and the interpreting of results.
- 312. Retail Field Experience** **four hours**
Students are placed in part-time retail occupations in carefully selected establishments consistent with their career objectives. The student has the opportunity to put theory into practice while developing competencies through on-the-job training. A total of 240 hours is required to be completed during four semesters.
- 314. Office Management** **two hours**
The study of office management principles, analysis of office procedures, filing, transcribing, correspondence, reports, business machines, and forms. The application of personnel management techniques to office management, office organization, and office layouts. Not open to freshmen.
- 320. Advertising** **three hours**
A survey course of the social, psychological, and some technical aspects of advertising. For Business and Journalism students.
- 301. Business Finance** **three hours**
This course is intended to give the student a background in the field of financial management with emphasis on the areas of cost of capital, cost of external capital, cost of retained earnings, and similar concepts. It will also include material investment decisions and financial decisions. PR: Bus. 201, 202.

404. Cost Accounting**three hours**

The relationship of cost accounting to the performance of management functions. The role of cost and profit data in management pursuit of company objectives is studied with four basic points of view in mind: (1) cost principle, (2) cost determination, (3) cost control, and (4) cost analysis. PR: Bus. 201, 202.

405. Auditing**three hours**

Duties and responsibilities of auditors, methods of verification of balance sheet and income and expense accounts with the applicable principles of internal control. Preparation of working papers, schedules, audit reports, and certificates. PR: Bus. 201, 202, 301, 302.

406. Federal Income Tax Accounting: Individual**three hours**

Preparation of income tax returns from the accounts of an individual; exclusion and inclusions for gross income, capital gains and losses, business expenses, and other deductions.

407. Federal Income Tax Accounting: Partnership and Corporation**three hours**

Continuation of 406, including preparation of income tax returns from accounts of partnerships, estates and trusts, and corporations. PR: Bus. 406. While previous accounting knowledge or experience will be helpful, no prior accounting training, knowledge, or experience is required.

408. Business Internship**three hours**

The internship places students in part-time jobs which will significantly broaden their understanding of accounting, marketing, or management. Interested student will be exposed to business problems, but outside the normal classroom environment. The nature of the student's work must require analytical problem solving, or other creative skills. An internship should require approximately 10-12 weeks. A interested students must first obtain a faculty member's written endorsement before being eligible for the internship. PR: 17 hours of Business and/or Economics.

409. Quantitative Management**three hours**

A study is made of the quantitative techniques which have been incorporated into the business environment in recent years.

410. Investments**three hours**

A study of the principles of investment procedures and practices to follow in investing money.

BUSINESS EDUCATION**(Division of Commerce)****100. Medical Terminology****three hours**

Designed to enable the student to recognize medical words from the Greek and Latin parts, to spell and pronounce medical words correctly and to use a medical dictionary intelligently.

101. Beginning Typewriting**two hours**

A beginning course in the operational fundamentals of the typewriter. This course includes basic machine operations, development of speed and control, vertical and horizontal centering, simple tabulation, memorandums, personal business letters, announcements, simple manuscripts, rough drafts and proofreader's marks. Student who have had one year of typing instruction cannot obtain credit for this course.

102. Intermediate Typewriting**two hours**

PR: Bus. Ed. 101, consent of instructor or high school typing courses. This course includes the development of speed, control, and sustained typing, business letters, envelopes, tabulated reports, manuscripts, and simple business forms.

103. Records Management**two hours**

Designed to provide a foundation in the latest methods and systems of retrieving information and the management of a company-wide records system. Attention also given to the equipment and supplies available for housing information. Actual practice is provided in alphabetic, subject, numeric and geographical filing systems.

- 01. Beginning Shorthand** **four hours**
Beginning course in shorthand. Introduction of theory and brief forms of Gregg Diamond Jubilee Shorthand. Emphasis is on reading and writing of shorthand at 60 words per minute. Spelling, punctuation and sentence structure are stressed. Students with one or more years of high school shorthand and a grade of C or higher are not permitted to take this course for credit.
- 02. Intermediate Shorthand** **four hours**
PR: 201 or Department Placement Test. Continuation of Bus. Ed. 201. Emphasis is on the writing of shorthand from dictation at a minimum of 80 words per minute. Spelling, punctuation and sentence structure are stressed.
- 04. Secretarial Accounting** **three hours**
Designed to meet the needs of the terminal secretarial student. Training is provided in the fundamental accounting procedures that will be encountered by the secretary. The understanding and interpretation of accounting principles are developed.
- 05. Medical Records Science I** **four hours**
Orientation to medical records science and function to medical records department, standards of hospital accreditation; responsibilities of hospital administration, medical staff and various hospital departments. Study of basic concepts of medical records; assembly, numbering and filing systems.
- 06. Medical Records Science Directed Practice I** **two hours**
Experience with assembling, numbering and filing of medical records.
- 01. Advanced Typewriting** **two hours**
The problems typed are in related project form and sample the papers prepared in executive, accounting, professional, and government offices. Emphasis is given to composing business communications and to developing decision-making ability. PR: Bus. Ed. 102.
- 02. Executive Typewriting** **two hours**
This course focuses primarily on the advanced typing problems that executive secretaries are expected to solve expertly. The problems start at a modest level of challenge and progress to those requiring high-level skill and decision-making. PR: Bus. Ed. 102, 211.
- 03. Legal Typewriting** **two hours**
The objective of this course is to establish the maximum typewriting rate and 100% accuracy required for a legal secretary. Emphasis will be placed on the typing of legal correspondence, legal papers, and court documents. PR: Bus. Ed. 102, 211.
- 04. Medical Typewriting** **two hours**
The objective of this course is to establish maximum typewriting rate as a medical secretary. Instruction will include preparation of medical reports, articles, and case histories. PR: Bus. Ed. 102, 211.
- 01. Business Communications** **two hours**
An analysis of the physical mechanics of the business letter. This course includes the writing of effective business letters in sales, collection letters, letters of application, telegrams, cablegrams, business reports, and post office services.
- 01. Advanced Shorthand and Transcription** **four hours**
Emphasis is on the writing of shorthand at a minimum of 100 words per minute and producing readable transcripts. Spelling, punctuation, and sentence structure are stressed. A complete review of brief forms and derivatives is included. Sustained dictation and transcription of a departmental business vocabulary is emphasized. PR: Bus. Ed. 202 or 2 years of high school shorthand and departmental placement test.
- 02. Advanced Shorthand and Transcription** **four hours**
A continuation of Bus. Ed. 301. Emphasis is on dictation at a minimum of 120 words per minute and producing readable transcripts. Sustained dictation and transcription of a vocational vocabulary is emphasized. PR: Bus. Ed. 301.

- 304. Advanced Medical Shorthand & Transcription** four hours
 Designed to give additional practice in spelling and pronunciation of medical terms in addition to developing skill in medical shorthand outlines. Facility in medical dictation and transcription of letters, reports, and records will be emphasized. PR: Bus. Ed. 301.
- 305. Medical Records Science II** four hours
 Study of technical activities in the medical records department, record forms, record preservation and storage, indexes and registers, coding and indexing.
- 306. Medical Records Science Directed Practice II** three hours
 Practical experience in local health facilities in performing technical activities in the medical records department. Admission procedures, interviewing, assignment of patient medical chart numbers, preparation of indexes and registers. Discharge procedures, assembly and analysis of records, filing and storage procedures.
- 307. Advanced Legal Shorthand & Transcription** four hours
 Designed to give additional practice in spelling and pronunciation of legal terms in addition to developing skill in legal shorthand outlines. Facility in legal dictation and transcription of letters, reports, and records will be emphasized. PR: Bus. Ed. 301.
- 311. Office Machines** two hours
 An orientation and practice course for students in the Business or Business Education area. Approximately two-thirds of the course time is given to practice with adding-listing, rotary, electronic calculators, bookkeeping machines, and spirit and process duplicating machines.
- 314. Executive Dictation and Transcription** two hours
 A course which combines the skills of shorthand, typewriting, and English required in the process of producing typewritten transcripts. Practice is given on materials designed to fuse these primary skills in order to develop vocational stenographic competency. Transcription from pre-recorded dictation is also included.
- 315. Legal Dictation and Transcription** two hours
 The course objectives will be to enable the student to refine his ability to take and transcribe legal dictation and to transcribe from pre-recorded dictation.
- 316. Medical Dictation and Transcription** two hours
 The course objectives will be to enable the student to refine his ability to take and transcribe medical dictation and to transcribe from pre-recorded dictation.
- 317. Medical Machine Transcription** two hours
 The course objectives will be to enable the student to refine his ability to transcribe pre-recorded medical dictation and to further his medical vocabulary and knowledge of medical procedures. PR: Bus. Ed. 102, 211, 214.
- 351. Executive Office Administrative Management** three hours
 The objectives of this course are to familiarize the student with references necessary for this occupation and to provide challenging problems that will require the student to think, analyze, research, set priorities and schedules, and consult with outside authorities.
- 352. Directed Office Experience** two hours
 A practical course with actual experience in an office. A total of 200 hours of supervised office work and simulation is required for credit in the course. Previous work experience cannot fulfill this requirement. Students enrolled in this course should limit their class load for this semester to 16 hours. Two-year students should plan to take this course their last semester in college; the A.B. and B.S. majors should plan to take this course their junior year. PR: Bus. Ed. 211, 301, 351, 2.0 average in major, minor, and overall i.e. for all work attempted.
- 353. Legal Office Administrative Management** three hours
 The purpose of this course is to provide helpful background information concerning law theory and practice, an understanding of basic legal and office forms in a system that is universal, and general office procedures.

- 154. Legal Office Experience** **two hours**
 The feature of this course is supervised, on-the-job training in either a lawyer's office or in the legal department of a company. The minimum clock hours required will be 140. PR: Bus. Ed. 213, 301.
- 155. Medical Office Administrative Management** **four hours**
 This course acquaints the student with common types of office equipment, effective techniques of public relations, efficiency in processing paperwork, and assisting the physician in caring for patients. PR: Bus. Ed. 100, 251, 214, 301.
- 156. Medical Office Experience** **two hours**
 The feature of this course is supervised on-the-job training in either a physician's office, hospital or clinic. The minimum clock hours required will be 140. PR: Bus. Ed. 214, 301.
- 105. Medical Records Science III** **four hours**
 Hospital statistics and research methods. Compiling and reporting vital statistics; norms and formulas for common hospital tabulations. Preparation of case studies and graphic presentation of medical data. Study of basic legal principles and their application in the health field.
- 106. Medical Records Science Directed Practice III** **four hours**
 Preparation and transcription of various types of medical reports. Research techniques in preparing special study data. Statistics; daily census, computation and presentation of monthly and annual reports, reporting vital statistics, completion of questionnaires.
- 131. Methods and Materials in Teaching Business Education** **two hours**
 A study is made of the latest methods, procedures, and techniques of teaching the skilled and nonskilled Business Education courses. Audio-visual aids and equipment available for the teaching of the subject will be discussed. To be taken as part of the initial Performance Practicum.

CHEMISTRY

(Division of Science and Mathematics)

- 101. General Chemistry** **four hours**
 Three lectures and one three-hour laboratory. A survey of traditional and modern Chemistry with emphasis on concepts and the role of Chemistry in modern life. For students who do not plan to take any courses beyond Chemistry 102. This course has no pre-requisites.
- 102. General Chemistry** **four hours**
 Three lectures and one three-hour laboratory. Continuation of Chemistry 101. PR: Chemistry 101.
- 103. Modern Chemistry** **four hours**
 Three lectures and one three-hour laboratory. This course is designed to provide background for those students who take Chemistry 101 and 102 and then decide to take additional chemistry. It comprises principles of chemical kinetics, equilibrium, electron-transfer processes, and theories of chemical bonding. PR: 102. Can be taken concurrently with 205 or 305.
- 105. Chemical Principles** **five hours**
 Three lectures and two three-hour laboratories. A study of inorganic and elementary physical chemistry based on modern chemical concepts, including Stoichiometry, Atomic and Molecular Structure, Periodic Properties, Phase Relations Solution Chemistry, Chemical Equilibrium and Kinetics, Electrochemistry, and Nuclear Chemistry. Qualitative Techniques and an introduction to computer programming is included in the laboratory. PR: One unit of high school chemistry.
- 106. Chemical Principles** **five hours**
 Three lectures and two three-hour laboratories. Continuation of Chemistry 105. PR: Chemistry 105.

205. Analytical Chemistry**four hour**

Two lectures and two three-hour laboratories. Classical methods of chemical analysis with emphasis on quantitative techniques. Also includes theory of acid-base, precipitation, and oxidation methods, molecular structure, and an introduction to electrochemistry. PR: Chemistry 106, or 103 concurrently.

206. Instrumental Analysis**five hour**

Three lectures and two three-hour laboratories. Theory of and practical experience in the use of modern chemical instrumentation. Includes Spectroscopic, Chromatographic, Electrochemical, and Radio-chemical methods. PR: Chemistry 205.

305. Organic Chemistry**four-five hour**

Three lectures and one or two three-hour laboratories. A systematic study of organic chemistry with emphasis on kinetic behavior, structural relationships, and reaction mechanisms. Includes the study of all major classes of organic compounds and functional groups. Chemistry majors and minors must take the 5 hour course; other may elect either the 4 or 5 hour course. PR: Chemistry 106, or 103 concurrently, or 10 and consent of instructor for four hours only.

306. Organic Chemistry**four-five hour**

Three lectures and one or two three-hour laboratories. Continuation of Chemistry 305. PR: Chemistry 305.

340. Physical Approach to Modern Chemistry**three hour**

Three hours lecture per week. A study of elementary physical chemistry embracing the concepts without the utilization of calculus. This course is designed to provide the background necessary to teach the new high school courses in chemistry, physics and physical science, and it also provides valuable background for biology and pre professional students. PR or corequisite: Chemistry 205 or 305.

401. Independent Study and Research**two hour**

Independent study and research under the direction of a faculty member. PR: Consent of Instructor.

402. Independent Study and Research**two hour**

Independent study and research under the direction of a faculty member. PR: Consent of Instructor.

403. Independent Study and Research**two hour**

Independent study and research under the direction of a faculty member. PR: Consent of Instructor.

405. Physical Chemistry**four hour**

Three lectures and one three-hour laboratory. A rigorous study of Kinetics, Thermodynamics, Quantum Mechanics, Phase Equilibria, Electrochemistry, and Nuclear Chemistry. PR: Chemistry 206, Chemistry 305, Mathematics 315, and Physics 102.

406. Physical Chemistry**four hour**

Three lectures and one three-hour laboratory. Continuation of Chemistry 405. PR: Chemistry 405.

440. Intermediate Organic Chemistry**three hour**

Three lectures. An advanced study of organic reaction mechanisms. PR: Chemistry 306.

450. Intermediate Inorganic Chemistry**three hour**

Three lectures. An advanced study of inorganic reactions, coordination compounds and theories based on quantum mechanical principles. PR: Chemistry 340 or 405.

460. Seminar**one hour**

Each chemistry major should register for seminar one semester, preferably during his senior year. PR: Consent of Instructor.

COMMUNITY SERVICE TECHNOLOGY

(Community College)

- 00. Community Service Technology I** **four hours**
A study of available community resources and an assessment of unmet needs. (Three hours lecture and one hour laboratory.)
- 01. Community Service Technology II** **four hours**
Beginning theory and practice for the paraprofessional worker in service delivery system. (Three hours lecture and one hour laboratory.) PR: CST 100.
- 00. Community Service Technology III** **four hours**
Advanced theory and practice in problem solving. A study of techniques and roles used by the paraprofessional in the service delivery system. (Three hours lecture and one hour laboratory.) PR: CST 101.
- 01. Practicum** **one-twelve hours**
A supervised field experience in a local public or private agency. PR: CST 200 and consent of instructor.

DRAMA

(Division of Fine Arts)

- 20. Theatre Appreciation** **two hours**
Study of drama as it occurs on stage, in movies, and in radio and television in order to form a critical appreciation of its purpose and effects. Alternate semesters.
- 51. Play Production** **two hours**
Lecture course introducing the student to the principles and techniques of the organization, planning, and execution of technical theatre production, including scenery, properties, lighting, costuming, sound, and stage management.
- 52. Theatre Workshop I-IV (First four semesters)** **one-eight hours**
Crew work is assigned to Masquers productions, studio theatre productions and/or reader's theatre. Opportunities for experience in all areas of technical theatre such as scenic construction, property, lighting, costume, and sound crews, depending upon the proficiency of the student. One hour of credit taken concurrently with Drama 151 required of all BA Minors in Speech and Drama (Drama Option) and AB in Education with teaching field in Speech and Drama (grades 7-12). No more than one hour can be earned during a semester. Open to freshmen and sophomores. (Juniors and seniors, see Drama 352.)
- 21. Oral Interpretation** **two hours**
An introductory study and practice of the principles involved in understanding the meaning of prose, poetry, and dramatic literature and in the effective oral and/or bodily transmission of that meaning to a listening and/or viewing audience. PR: Speech 05 or consent.
- 22. Advanced Oral Interpretation** **two hours**
A study of the special problems of oral interpretation in the areas of prose, poetry, and dramatic literature. Alternate years. Not a substitute for Drama 221. PR: Drama 21 or consent.
- 23. Oral Interpretation Practicum I-IV (First four semesters)** **one-eight hours**
Preparation for and participation in public performances and intercollegiate competitions and festivals in oral interpretation. Maximum credit earned a semester is one credit hour. PR: Drama 222 and/or consent of instructor. Open to freshmen and sophomores. Juniors and seniors see Drama 423.
- 51. Acting** **two hours**
Introduction to the theory and practice of fundamental acting techniques for the stage. Alternate semesters. PR: Drama 221 or consent.

252. Acting Workshop I-IV (First four semesters)**one-eight hours**

Public performance or the equivalent in Masquers or studio theatre dramatic productions. Maximum credit earned a semester is two credit hours. PR: Consent. Juniors and seniors see Drama 452.

253. Advanced Acting**three hours**

Advanced Acting will involve special problems in acting related to movement, characterization and an introduction to styles to include representational style (naturalism, realism, and symbolism) and presentational style (classicism, medieval, and romanticism).

260. Theatre History**three hours**

Historical examination of the major theatrical periods through a study of the important playwrights, theorists, and other practitioners of each era. Alternate years.

270. Introduction to Theatrical Design**three hours**

An introduction to the principles of theatrical design, including scenic, lighting, and costume design. Alternate years. PR: Consent.

271. Advanced Theatrical Design**three hours**

Advanced Theatrical Design will involve completed projects in scenic, lighting, and costume design to apply theory and introductory techniques and skills presented in the beginning course.

301. Theatrical Make-up**one hour**

Fundamentals of the theory and technique of designing and applying theatrical make-up, including laboratory experience and practical experience with Masquers productions and studio theatre productions.

302. Advanced Theatrical Make-up**one hour**

Practice in advanced design and application of theatrical makeup. Assigned Masquers productions and studio theatre productions. (Formerly Speech 301L Advanced Make-up). PR: Drama 301.

321. Summer Theatre: Rehearsal and Performance**one-three hours**

Systematic rehearsal and public performance with the Masquers Town and Gown Players (community-college summer theatre). Designed for students who desire concentrated stage training and experience. Roles assigned dependent upon director selection and hours credit desired. PR: Auditions.

322. Summer Theatre: Production and Management**one-three hours**

Experiences provided in every phase of theatrical production and some phases of theatre management in conjunction with the Masquers Town and Gown Players (community-college summer theatre). Experiences include set designing and constructing, lighting, costuming, make-up, box office, house managing, and publicity. Assignments dependent upon hours credit desired. PR: Consent.

336. Play Directing**two hours**

Principles and techniques of play directing. Special attention given to directing problems in educational theatre: play selection, budgeting, casting, mounting, and staging, public relations, and coordination of crafts. Alternate semesters. PR: Drama 151, 152 and/or Drama 251 and consent.

337. Play Directing Practicum**one hour**

Direction and public presentation of a one-act play. (Formerly Speech 336L, Play Directing Laboratory). PR: Drama 336 and consent.

338. Children's Drama**three hours**

A lecture course providing an introduction to the theories and techniques involved in both creative drama for children and children's theatre. (Formerly Speech 331, Children's Drama).

339. Creative Drama Practicum**one hour**

Theories and techniques learned in Drama 338 are applied in supervised guidance of children in creative drama experiences. (Formerly Speech 331L, Children's Drama Laboratory). PR: Drama 338 and consent.

1. Children's Theatre Practicum **one hour**
 Practical application of theories and techniques of children's theatre through per-
 forming with or working technical crews for Masquers, Jr. (children's theatre) produc-
 tions.

2. Theatre Workshop. I-IV **one-four hours**
 Crew work is assigned to Masquers productions, studio theatre productions and/or
 order's theatre. Opportunities for experience in all areas of technical theatre such as
 scenic construction, property, lighting, costume, and sound crews, depending upon
 proficiency of the student. No more than one hour can be earned during a semes-
 ter. Open to juniors and seniors. (Freshmen and sophomores see Drama 152).

3. Oral Interpretation Practicum I-IV **one-four hours**
 Preparation for and participation in public performances and intercollegiate compe-
 titions and festivals in oral interpretation, dependent upon proficiency level. Maxi-
 mum credit earned a semester is one semester hour. Open to juniors and seniors.
 Freshmen and sophomores see Drama 223). PR: Drama 222 and/or consent.

4. Directed Study in Drama **one-four hours**
 The student selects directed study in any area of theatre which is not treated in the
 drama course offerings. Course designed by student and selected faculty with ap-
 proval of department chairman. Maximum credit earned a semester is one hour. PR:
 consent of instructor and Department Chairman.

5. Acting Workshop I-IV **one-four hours**
 Public performance or the equivalent in Masquers' dramatic productions. One to
 four credit hours may be earned a semester. Open to juniors and seniors. (Freshmen
 and sophomores, see Drama 252.) PR: Consent.

ECONOMICS

(Division of Commerce)

1. Economics **three hours**
 The general education course in the field of economics. It is intended to introduce
 the student to the broad field of economics, including materials from both macro- and
 micro-economics. Primarily, the course instructs the student in how our economic
 system operates. Some attention is given to other economic systems. Not open to
 students with credit from Economics 201.

**2. Economic Principles and Problems (For those meeting the requirement of six
 hours in Economics)** **three hours**
 The course approaches the subject from the point of view of Macro-economics cov-
 ering the nature and method of economics and describing how the capitalistic system
 functions. Further study is made of the business cycle, fiscal policy, monetary policy,
 gross national product, and similar concepts. Some time is devoted to the study of
 competing economic systems. Not open to students with credit for Econ. 200.

**3. Economic Principles and Problems (For those meeting the requirement of six
 hours in Economics)** **three hours**
 This course is devoted to Microeconomics. It follows the analysis of the firm and
 the decisions made by the managers of the firm. It includes the analysis of demand
 and supply and price and output determination. It is also concerned with the
 important problems in the field of economics: monopoly, agriculture, international
 trade, labor, economic development, and similar problems. PR: 201 or 200.

4. Intermediate Economic Analysis: Microeconomics **three hours**
 Consumer demand, the supply function, and market pricing with various degrees of
 competition oriented to the viewpoint of the individual firm and the industry of
 which the firm is a part are examined from a theoretical point of view. PR: 201, 202.

302. Intermediate Economic Analysis: Macroeconomics**three hours**

National income, as a measure of economic activity, is descriptively and theoretically analyzed. Examination of theories of consumption and investment spending including monetary demand and supply are integrated with current economic problems to explain the level of employment and prices. PR: 201, 202.

303. Money, Credit, and Banking**three hours**

An intensive study of money and credit principles with an analysis of their effect upon prices. History of banking. Banking principles and practices. PR: Economics 202.

305. Economics of Labor**three hours**

A review of labor history with emphasis on the aims and methods of labor organizations, the theories of wages, and the current trends in labor-management relations.

307. Personal Finance**three hours**

A study of the problems a consumer must face in his or her day-to-day buying and living. It includes a brief survey of budgets, life insurance, investments, managing personal finances, buying services, and other problems of the consumer.

405. Economic Analysis**three hours**

As well as giving the upper class student some advanced economic analysis, this course is designed to demonstrate the applicability of economic principles and theories to a wide range of important social issues. The student will be encouraged to use the tools of economic analysis to generate possible solutions to problems found not only in commerce but also in other areas of modern society.

406. Guided Economic Study**one-three hours**

Intensive reading, research, and study in current literature and documents in regard to a selected economic problem or group of problems. The field of study will be one in which the student has a special interest. All work will be done individually and the class will be conducted by conferences with each student. PR: 17 hours of Economic Business, and Social Science courses.

PROFESSIONAL EDUCATION

(Division of Education)

200. Introduction to Education**two hours**

An overview of the profession to provide the student with the information prerequisite for formulating a realistic career decision and a professional commitment to teaching. It is a prerequisite for Education 302. It is recommended that students take this course second semester of the freshman year. A laboratory experience in a school is required.

220. Areas of Exceptionality in Special Education**three hours**

A guided survey of the areas of exceptionality in the field of Special Education (emotionally disturbed, physically handicapped, speech and language, visually impaired, hearing impaired, mentally retarded, gifted, and learning disabled), and the historical-philosophical and political-sociological foundations related to exceptional children. The laboratory component of the course is designed to give experience in the areas of exceptionality through observation and limited participation in these areas.

221. Education of Exceptional Children**three hours**

A survey of Special Education designed to acquaint the student with the research issues, assessment devices and classroom management techniques. The laboratory component highlights these aspects of Special Education.

250. Foundations of American Education**two hours**

An analysis of the foundations of education with special emphasis on the historical, philosophical and sociological bases of American education. Attention is directed to the emergent nature of the system. Students should enroll in this course in their sophomore year. A laboratory experience is required.

00. The Reading Process **two hours**

Examines the components of reading with emphasis placed upon word attack skills, reading comprehension and factors which affect reading progress. Should be taken concurrently with Education 303 and 304 in junior year.

02. Human Growth and Development **three hours**

An analysis of human growth and development from birth through adolescence. The influence of heredity and environment on the development of personality and behavior and their implications. Observations of school age children are required. PR: Education 200, 250 and 58 or more semester hours with a C average.

03. Educational Psychology **three hours**

A representative survey of psychology emphasizing the examination of prominent learning theories as they relate to the teaching-learning act. Observations in the schools are required. PR: Education 200, 250, 302, Admission to Teacher Education and 76 or more semester hours.

04. Developmental Reading **two hours**

A study and application of teaching methods, materials and resources in the development of various reading skills. Should be taken concurrently with Education 00 and 303 in the junior year.

09. Early Education Curriculum **three hours**

Materials and methods integrating communication arts, social education, quantitative concepts, problem solving, scientific inquiry, movement and creative expression for the young child (age 3-5 years) in an educational setting. A laboratory experience is required.

10. Organization and Administration of Early Education **three hours**

Program design and management, school-parent-community relations and influences affecting early education programs in varied educational environments. A laboratory experience is required.

20. Education of the Mentally Retarded **three hours**

Analysis of the definition, characteristics, and causes of mental retardation. Emphasis is placed on learning and development, intelligence, specific legislation, programs and the various social agencies related to retardation. A laboratory experience is required.

21. Diagnosis, Prescription and Assessment Techniques **three hours**

Diagnosis, prescriptive and assessment techniques used in teaching the mentally retarded. The prevention of and treatment for mental retardation is given attention. Alternative techniques of instruction are employed in the accompanying laboratory experiences.

22. Curricula Approaches, Materials and Methods for the Mentally Retarded **three hours**

An investigation of curricular approaches, materials and methods utilized in reading, perception, speech and language, spelling and handwriting. The laboratory requires active participation in a classroom setting for the mentally retarded and examination of instructional materials.

02. Mathematics in the Elementary School **two hours**

Emphasizes current materials and methods of instruction in elementary school mathematics and utilizes the psychological bases of mathematics learning to relate mathematics content to methodology and methodology to children. PR: Admission to the I.P.P.

03. Language Arts in the Elementary School **two hours**

Examines current materials and methods of instruction in the elementary school with major emphasis upon creative utilization of available materials and techniques in listening, handwriting, spelling and composition. PR: Admission to the I.P.P.

04. Social Studies in the Elementary School **two hours**

A study of the objectives, materials, organization and instructional techniques in the social studies appropriate to the elementary school program. PR: Admission to the I.P.P.

405. Corrective Reading**two hour**

A basic course in the causes of reading difficulties, diagnostic procedures and prescriptive techniques with emphasis on corrective methods and materials. PR: Admission to I.P.P. and Education 300 and 304.

420. Student Teaching Experience (Elementary)**six hour**

Full-time involvement in the teaching-learning act in a public elementary school setting. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.

421. Student Teaching Experience (Grades K-12)**three hour**

Full-time involvement in the teaching-learning act in a public elementary school setting. Students will observe, participate and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.

422. Student Teaching Experience (Grades K-12)**three hour**

Full-time involvement in the teaching-learning act in a public secondary school setting. Students will observe, participate and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.

424. Educational Technology**three hour**

Through direct experiences in utilizing and producing the latest educational equipment/materials, students identify the need for utilizing media, the characteristics and special needs of students to be served by them, and the bases for selecting the material to achieve the planned objectives of instruction. PR: Education 302, 303 and/or consent of the Division Chairperson.

430. Reading Instruction in the Secondary Content Area**two hour**

Develops understanding of the reading skills essential to the content subjects and instructional techniques for extending reading skills in those areas. PR: Admission to the I.P.P.

432. Evaluation Techniques in the Secondary School**two hour**

Acquaints students with the basic principles and practices of student assessment through the use of standardized and teacher-made tests. Simple statistical treatment of both types of tests are included. PR: Admission to the I.P.P.

433. Instruction in the Secondary School**three hour**

Involves the student in planning and implementing effective instructional strategies, understanding principles of classroom management and control, and personalizing an approach to instruction for use in the student teaching experience. PR: Admission to the I.P.P.

440. Applied Practicum in Mental Retardation**three hour**

A field-research practicum involving the prospective teacher, through analogous and equivalent practice, in diagnosis and testing, remediation, curriculum design, instructional techniques, methodology and materials. Trends and issues are identified via action research, both in the field and laboratory.

450. Student Teaching Experience (Secondary)**six hour**

A full-time involvement in the teacher-learning act in a public secondary school setting. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional education courses in the I.P.P.

470. Student Teaching Experience in Mental Retardation**three hour**

A minimum four week full-time student teaching experience in an appropriate public school setting. The experience emphasizes application of essential concepts and skills in designing instructional approaches for the mentally retarded. Students will observe, assist and teach under the supervision of a cooperating public school teacher.

nd college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional education courses in the I.P.P.

ELECTRONIC DATA PROCESSING

(Division of Commerce)

00. Introduction to Electronic Data Processing **three hours**

Three hours lecture and discussion per week. This course will provide an introduction to the major and minor in Electronic Data Processing as well as a familiarization course for those students not continuing in the field. The course will cover the nature of data processing with Electronic Accounting Machines and EDP systems. Students will be introduced to the steps in data processing, computer hardware, programming languages and computer application. Skill in programming with the FORTRAN language will be developed. PR: none. Not open to students with credit in higher level EDP courses.

01. Punched Card Data Processing **two hours**

Three hours lecture and lab per week. Punched card handling and Electronic Accounting Machine System operation. Instruction and practice in card-punching, sorting, collating, and report preparation. PR: none.

03. FORTRAN Programming **four hours**

A continuation of FORTRAN IV through arrays, subscripting, subprograms, and disk file usage. Primary emphasis is placed on language competency and programming in the FORTRAN language with students preparing job decks for computer solution. Three hours lecture and two hours lab per week.

04. Introduction to COBOL Programming **four hours**

Three hours lecture and two hours lab per week. The introductory course for the major business programming language. Students will learn the COBOL language organization and be given practice in planning, writing, and processing COBOL programs. The COBOL language will require the development of a complete understanding of data, records, and files. PR: EDP 100 or consent of instructor.

01. Assembler Programming **four hours**

Three hours lecture and two hours lab per week. The development of understanding and skill in computer programming at the Assembler level. Students will become more familiar with the internal operation of the computer, computer language, and programming efficiency. Data processing jobs are planned and processed using the Assembler language available on the computer system. PR: EDP 100, 103, 104 or consent of instructor.

04. Advanced Programming **four hours**

Three hours lecture and two hours lab per week. Advanced course in programming and applications using the COBOL language. The student's knowledge of COBOL is developed to a level of sophistication in the language. Course develops programming efficiency and advanced techniques. Time is devoted to programming and operations in the Computer Center. PR: EDP 104.

05. PL-1 and RPG **four hours**

Three hours lecture and two hours lab per week. An introduction to procedural languages, PL-1 and RPG. The basic languages will be developed and provide the student an opportunity to process jobs in each language.

30. EDP Special Project **four hours**

The course may be taken during the summer or the last semester. Independent work will be required by the student with an area computer installation or in the college computer center. Practical application and experience with a data processing project for which the student will have total responsibility. The student and program director will agree on the nature of the project necessary to satisfy the requirement. PR: EDP 103, 204 or concurrent registration.

EMERGENCY MEDICAL SERVICES (Community College)

- 100. Introduction to Emergency Medical Services I** **four hours**
An introduction to basic emergency medical services including medical aid for trauma and illness victims, principles of auto extrication, rope work, and radio communications. Classes are conducted in both the classroom and in field experience. Medical block 44 clock hours, rescue rope work 24 clock hours, communication 24 clock hours for a total of 92 hours.
- 101. Introduction to Emergency Medical Services II** **four hours**
An introduction to basic emergency care procedures as they apply to the primary care and transportation of the injured or acutely ill. Emphasis is on accurate observation and evaluation of emergency situations and on effective communication with those involved in the medical case network.
- 105. Specialized Rescue Techniques** **three hours**
Study of rescue systems with emphasis in extrication. Advanced training in auto extrication, rigging, knot tying, tunnel rescue, etc. Provide knowledge in rescue equipment, limitations of use and maintenance.
- 200. Advanced Emergency Care** **three hours**
A course devoted to the clinical phase of training. During this course the student will learn the application of various types of equipment.
- 201. EMS Practicum** **four hours**
In addition to clinical training, the student is instructed in the management of more specialized emergency situations, such as defibrillation, administration of intravenous fluids and drug therapy.

ENGLISH (Division of Language and Literature)

- 104. Written English** **three hours**
Training in writing and speaking good English, including a short review of grammar, sentence structure, and punctuation; attention to the organization and development of thought, both in student compositions and in expository reading materials; guidance in the use of reference books. Laboratory work will be required of those who do not meet certain minimum standards in English.
- 108. Advanced Written English** **three hours**
A continuation of English 104 which stresses rhetorical principles. One of the writing projects is a research paper. Laboratory work will be required of those who do not meet certain minimum standards in English. PR: English 104. English 108 is a prerequisite for all English courses numbered 200 or above.
- 109. Technical Report Writing**
This is a course designed to provide practice in the writing of expository articles and reports of a technical nature. Considerable emphasis is placed on collecting scientific facts and organizing them in a prescribed technical form. Business letters, memoranda, and other types of written communication common to the industrial and business worlds are also stressed. PR: 104 and consent. Eng. 109 can be substituted for Eng. 108 in certain associate degree programs only.
- 207. Children's Literature** **three hours**
A survey of literature desirable for children; development of principles of selection and standards of evaluation; wide acquaintance with current books.
- 250. Survey of English Literature** **three hours**
A study of the mind and temper of the English people as seen in their literature from Beowulf up to and including the twentieth century.
- 260. Survey of American Literature** **three hours**
An historical study of the American mind as expressed in literature from colonial times to the present.

- 302. Narrative and Descriptive Writing** **three hours**
Practice in writing the simpler forms of fiction and personal narrative with descriptive detail.
- 311. Literature of the Romantic Period** **three hours**
A concentrated study of the works of such writers as Burns, Wordsworth, Coleridge, Byron, Shelley, and Keats.
- 312. Literature of the Victorian Period** **three hours**
A concentrated study of the works of such writers as Tennyson, Browning, Rossetti, Arnold, Swinburne, Mill, Ruskin, and Carlyle.
- 315. Shakespeare** **three hours**
A study of representative histories, comedies, and tragedies.
- 318. Modern Drama** **three hours**
The study of modern dramas—Continental, British, and American—from Ibsen to the present time.
- 319. General Semantics** **three hours**
Study in that branch of linguistics concerned with the nature, structure, and meaning of words and with the role of language in human behavior.
- 321. Study of the English Language** **three hours**
Word history and analysis; diction; descriptive grammar and constructions; fundamentals of composition. Required of all prospective teachers of English; to be taken before I.P.P. Sophomores must have permission of instructor.
- 322. The Short Story** **three hours**
A critical study of this art form based upon the work of British, continental, and American authors.
- 341. Survey of World Literature** **three hours**
A study in translation of some of the great ancient and medieval writers from Homer through Dante.
- 342. Survey of World Literature** **three hours**
A continuation of 341 covering the period from the Renaissance to modern times.
- 343. The Current Scene in Literature** **three hours**
A course showing present-day attitudes as reflected in the work of American and continental writers.
- 346. The British Novel** **three hours**
An historical and critical study of significant British novels of the eighteenth, nineteenth, and twentieth centuries.
- 347. The American Novel** **three hours**
A course designed to trace the development of the American novel from the late eighteenth century to the present. Important American novels will be analyzed in a temporal sequence.
- 348. The Bible as Literature** **three hours**
A study of the literary types and content of *The Bible*.
- 350. American Prose** **three hours**
A survey of the crucial ideas and methods of major prose nonfiction writers in America who have sustained and stimulated American life. Included are such figures as Hemingway, Agee, Mailer, and Baldwin in this century and Thoreau, Mark Twain, Franklin, and Henry Adams from earlier eras.
- 351. Minority Literature** **three hours**
Reflecting the diversity of cultural sources and forms in America, the ideas and methods of writers outside the main literary and social traditions are studied for their contribution to the development of the American experience. Minority writings include the efforts of Black, Latin, Indian and Asian spokesmen as well as the products of European ethnic groups such as Jewish and Irish writers.

- 352. Southern Literature** **three hours**
A study of representative Southern authors and works from colonial times to the present, emphasizing the characteristically Southern themes and point of view. Included are such figures as Twain, Wolfe, Faulkner, Welty, Ransom, and O'Connor.
- 353. Eighteenth Century Literature** **three hours**
A study of important British writers of the period, particularly Swift, Pope, Addison, and Johnson.
- 360. Major American Poets** **three hours**
A study of leading American poets, particularly Poe, Emerson, Whitman, Dickinson, Frost, Pound, and Eliot.
- 371. Folk Literature** **three hours**
A survey course whose chief emphasis is on the study of ballads; kindred material is also studied and collected—superstitions, hymns, riddles, stories, and songs.
- 372. The Art of the Motion Picture** **three hours**
A course designed to trace the evolution of the motion picture from its most humble beginnings to its present sophisticated condition. Such aspects of the film as genre (the western, the horror film), techniques (sound, editing, photography), theme (forbidden knowledge, vengeance), and character types (cops, comics, crooks) will be considered. Although this course is intended for the serious student of the verbal and visual arts, it is also designed to accommodate (as an elective) any interested student who is an avid film goer and desires to improve his appreciation of the films he sees.
- 376. Civilization—A Personal View** **three hours**
An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.
- 413. Expository Writing** **three hours**
Study and practice of the various kinds of expository writing with special emphasis upon the skilled production of research papers.
- 420. Seventeenth Century Literature** **three hours**
A study of important British writers of the period, including Donne and Herrick and emphasizing Milton.
- 421. Chaucer** **three hours**
A study of selected works by Chaucer which help to reveal the range and development of his thought and art. The emphasis will be on *The Canterbury Tales* and *Troilus and Criseyde*.
- 422. The British Drama** **three hours**
The history of English dramatic literature from medieval to modern times.
- 423. Literary Criticism** **three hours**
A study of past and present critical methods and of the theoretical assumptions upon which they are based.
- 431. Methods and Materials in Teaching English** **two hours**
Study and practice in the techniques of teaching the fundamentals of grammar, mechanics, composition, and the varied types of literature; taken as part of the Initial Performance Practicum.
- 450. Honors Literature** **one hour**
This course is intended for the superior student of literature, regardless of major. It consists of guided readings, weekly seminars, and an examination covering each semester's work. In order to graduate "with honors," a student must earn three hours of credit. PR: Permission of Honors Committee. Credit: One hour per semester. The maximum number of credits a student can earn in English 450 is 4 hours.
- 460. Independent Studies** **one-four hours**
Intensive study in the work of one or more significant authors. Subject area to be suggested by the student and approved by the instructor. If he so desires, the student may conduct an independent investigation in an area of interest to him and embody the results of his efforts in one or more research papers. PR: Consent of instructor.

FIRE PROTECTION/SAFETY TECHNOLOGY (Community College)

- 92. Codes and Practices** **three hours**
A study of the general building codes recommended by the National Board of Fire Underwriters and a detailed study of the building codes of local communities. An analysis of building types and the economical use of materials selected for construction.
- 93. Fire Protection Organization** **three hours**
Dimensions of the fire problem, economic environmental, social, fire protection organization, management, communication, layout of facilities and methods of administration.
- 94. Fire Suppression** **three hours**
The examination of the chemical requirements for combustion, the chemistry of fuels and explosive mixtures and the study of the various methods of stopping combustion of fires. Analysis of the properties of materials affecting fire behavior.
- 96. Hydraulics and Water Supply** **three hours**
Design of water supply and distribution systems for fire protection. Laboratory experiences in operational and hydraulic problems.
- 94. Introduction to Public Administration** **three hours**
An introductory study of the origins, structures and processes of government administration.
- 91. Fire Prevention and Inspection** **three hours**
A study of all types of industrial processes requiring special fire protection treatment such as heating equipment, flammable liquids, gases and dusts. Emphasis on fundamental theories involved, inspection methods, determination of relative hazards, application of codes and standards and economics of installed protection systems.
- 92. Fire Tactics and Strategy** **three hours**
Organization of the fire attack team, the chain of command, manpower, equipment and water supply. Concepts of tactical operation, strategy, logistics and tactics.
- 93. Detection and Suppression System** **three hours**
Study of heat, sensitivity, thermostats, fusible elements, fire detection systems, design and layouts, alarm systems, power sources, safeguards, municipal alarm systems, power sources, construction, installation and maintenance requirements. Automatic extinguishing systems design and layout of water, gas and power systems.
- 94. Safety Laws and Insurance** **three hours**
OSHA and other regulating codes and practices governing residential and industrial safety. Insurance programs and requirements, claims and adjustments.
- 96. Practicum in Fire Prevention** **four hours**
128 clock hours of laboratory and/or on the job experience with a fire service organization.

FOUNDATIONS

- 01. Basic Communications Skills** **two hours**
Individualized instruction in building the fundamental skills necessary to effective writing, reading, listening, and speaking. Students demonstrating weaknesses in writing and/or reading will be encouraged to enroll in the course. Two hours of elective credit other than general studies credit will be given. Grades will be assigned on the basis of credit or no credit.
- 05. Elementary Algebra** **two hours**
The following topics will receive attention in this course: Number Systems, Fundamental Laws of Algebra, Algebraic Operations, and Linear Equations in one and two variables.

106. Elementary Plane Geometry and Trigonometry**two hour**

The following topics will receive attention in this course: Introduction to Points, Lines and Planes in Rectangular Coordinate Systems; Analytical and Graphical Plane Geometry; and Analytical and Graphical Plane Trigonometry.

FRENCH

(Division of Language and Literature)

101. Elementary French**three hour**

Pronunciation, oral comprehension and speaking, reading and written drill and composition, elements of grammar. Laboratory.

102. Elementary French**three hour**

Continuation of 101 completing the basic grammatical principles. One year of high school French is also considered as a satisfactory prerequisite for this course.

201. Second Year French**three hour**

A course designed to reinforce and increase knowledge of vocabulary and grammar. The course consists of extensive and intensive reading, the review of grammar, and continued attention to pronunciation and speaking. Interesting reading materials such as short stories are emphasized. There is included the use of a language laboratory. PR: 101 and 102, or two years of high school French, or equivalent.

202. Second Year French**three hour**

The continuation of French 201. PR: 201, or equivalent.

215. Outside Reading in French I**three hour**

A supervised independent study course emphasizing practical reading comprehension based on reading material related to the student's interests. This course is equivalent to French 201. PR: Two years of high school French or its equivalent, and consent of instructor.

216. Outside Reading in French II**three hour**

A continuation of 215. This course is equivalent to French 202. PR: 215 or its equivalent, and consent of instructor.

292. Pro-Seminar. Special Topics. First Option, Topic I.**three hour**

This course is taken in a summer session at West Virginia University, with the Department of Foreign Languages, and has for its topic "France in Perspective." This is a study of French civilization and culture with emphasis as to content on the recent period, and as to approach on the use of the comparative method, comparing France, its culture and its contributions to that of other nations. This course is taken in conjunction with First Option, Topic II, described below. PR: Consent of instructor.

292. Pro-Seminar. Special Topics. First Option. Topic II.**three hour**

This course is taken in conjunction with First Option, Topic I, described above. It is taken in a summer session at West Virginia University, with the Department of Foreign Languages, and has for its topic "French Contemporary Literature." The period emphasized is that beginning about 1930. PR: Consent of instructor.

292. Pro-Seminar. Special Topics. Second Option.**six hour**

This course, which may be taken instead of the First Option described in the two courses above, is taken in the West Virginia University French Summer Program Overseas, at Cannes, France, on the French Riviera. It has for its topic "Conversation and Contemporary French Culture." At very reasonable cost, the student will be part of a group that will reside at a select sea resort 20 miles from the University of Nice and just 40 miles from Italy. The student will live at a private home for the duration of his stay, in housing assignments by pairs, i.e., boys together or girls together, husband-wife, or mother-daughter. There will be visits to local teachers and classrooms on all levels of schooling, and also experiences with places of business, church, local movies, beach life, television programs, and so on. The course is completed in one summer session. PR: Consent of instructor.

- 301. Literature of the Seventeenth Century** **three hours**
Reading of the plays of Corneille, Racine, Moliere with outside reports from other classical writers. Comprehension, speaking, reading and writing all stressed. PR: Two years of college French or equivalent. Lab used.
- 310. Special Topics in French** **three hours**
Supervised independent study reflecting the student's needs and interests. By consent of instructor, may be substituted for any course except 411, including 312 if the topic selected includes material covering French civilization and culture. PR: Consent of instructor.
- 311. French Composition and Conversation I** **three hours**
Part of the group consisting of 311 and 312, which may be taken in any order. Writing, conversing, and aural comprehension, with extensive use of audio-visual aids. Emphasis on practical proficiency, grammar, vocabulary building, and phonetics. Language laboratory used. PR: 12 hours of French.
- 312. French Composition & Conversation II** **three hours**
Part of the group consisting of 311 and 312, as described under 311, with content consisting of French civilization and culture.
- 314. French Civilization and Culture** **three hours**
The content of the course consists of a study of the basic historical development and significant contributions of France, its outstanding figures, its geography, traditions, contemporary social patterns, legends, songs, and influence on the United States. The instructional method emphasizes French conversation and extensive use of tapes, slides, and motion pictures. PR: 12 hours of French or consent.
- 321. Contemporary Literature** **three hours**
Outstanding writers of the twentieth century, such as Gide, Proust, Mauriac, Giono, Camus, Valery. Emphasis is on reading comprehension. PR: 12 hours of French.
- 331. Advanced French Composition and Conversation** **three hours**
Writing, conversing, and aural comprehension on an advanced level with extensive use of audio-visual aids. Emphasis on a high level of practical proficiency, grammar, vocabulary, and pronunciation. PR: 18 hours of French, including one previous conversation course, and to be taken as late as possible in the sequence of courses.
- 340. Refresher Course in Conversational French** **three hours**
For secondary teachers seeking renewal credit. Conversation, grammar, phonetics, pronunciation, vocabulary, writing, and listening comprehension. Individualized instruction relating to student's needs and goals. PR: Consent of instructor.
- 350. Main Currents of French Literature and Culture** **three hours**
A coordinated study of French literature and culture from a thematic and unitary standpoint. The main and unique currents of French contribution to world civilization are distinguished. The period 1700-1900 is emphasized as exemplifying most of these currents in their complex modern forms, leading to the contemporary period taken up in French 321. PR: French 202.
- 361. Methods and Materials in Teaching French** **two hours**
Study and practice in teaching French language and literature, grades 7-12.
- 375. Foreign Language Methodology for Secondary Teachers** **three hours**
A course dealing with all facets of teaching the language skills, culture, and literature, as well as learning to operate media equipment, including the language laboratory. Instruction on topics such as individualization with the self-contained classroom, the use of the traditional grammar text with an audio-lingual approach, the writing of performance objectives for students and teachers, and new methods in foreign language teaching. Especially designed for secondary teachers seeking renewal credit. PR: Consent of the instructor.

GEOGRAPHY

(Division of Social Science)

- 210. Introduction to Geography** **three hours**
 An introduction to the physical and cultural elements of geography with a study of major geographical regions of the world.
- 305. Economic Geography** **three hours**
 A study of the production, consumption and exchange of goods by people throughout the world. Consideration is also given to spatial variations and influences of the natural environment and culture. PR: 210.
- 315. Urban Geography** **three hours**
 A study of urbanization process including origin, growth, function, spatial patterns, structure and hierarchical arrangement of urban centers, and urban problems, with special references to American cities.
- 330. Geography of North America** **three hours**
 A regional economic geography primarily of the United States and Canada from the standpoint of man's activities in relation to his natural surroundings and resources.
- 340. Geography of Europe** **three hours**
 A study of the important geographic concepts concerning man's activities in Europe and their importance to the United States and the rest of the world. A general overview will be made of Soviet European geography. PR: Geog. 210.
- 350. Geography of Latin America** **three hours**
 This course is a regional study of South America, Central America, Mexico, and the West Indies. PR: 210.
- 360. Geography of Africa** **three hours**
 A regional survey of the continent examining the great diversity that characterizes the area. Emphasis is placed on the complexity of the political pattern, the natural resources, economic development, and the physical setting.
- 370. Geography of Asia** **three hours**
 The study of Asia for the purpose of understanding the various Asian nations, their economic-geographic regions, major commodities, industry, commerce, and major problems. PR: 210.
- 399. Maps and Diagrams for Social Sciences** **three hours**
 A presentation of statistical data by different kinds of diagrams, such as bar, pie ring, and block diagrams and graphs; also the preparation and understanding of maps.

GEOLOGY

(Division of Science and Mathematics)

- 101. General Geology** **three hours**
 Two lectures and one two-hour lab per week. This course covers the materials of the earth's crust and the physical and chemical processes operating in and on the earth.
- 102. General Geology** **three hours**
 A continuation of 101. Application of physical and chemical processes to interpret the history of the earth. Includes a survey of evolution and the fossil record.

GERMAN

(Division of Language and Literature)

- 101. First Year German** **three hours**
 The elements of German grammar; simple reading exercises, pronunciation; written assignments.

- 02. First Year German** **three hours**
 A continuation of the above course; special topics in grammar and greater emphasis on reading. PR: 101 or one unit of high school German.
- 01. Intermediate German** **three hours**
 Grammar review; composition; conversation; reading of fiction. The principal aim of the course is the reading of narrative of moderate difficulty. PR: German 102 or equivalent.
- 02. Intermediate German** **three hours**
 This course continues the work of German 201. PR: German 201 or equivalent.
- 10. Masterpieces of German Literature** **three hours**
 A course emphasizing reading and aural comprehension of a wide range of German poetry, fiction, and drama. May be substituted for German 201 or German 202, with permission of the instructor. Laboratory used. PR: 9 hours German, or permission of instructor.
- 01. The German Novelle** **three hours**
 A study of the German Novelle as a literary form of the nineteenth and twentieth centuries, with attention also being given to the German cultural and social environment. Continued work in composition and conversation. PR: 12 hours, or permission of instructor.
- 02. German Drama and Lyric Poetry** **three hours**
 A study of selected German plays and lyric poems, with emphasis on the work of Goethe and Schiller. Continued work in composition and conversation, and aural comprehension. PR: 12 hours, or permission of instructor.
- 03. Special Topics** **three hours**
 A course of individual study under supervision in a topic and skill of special importance to the student, such as the reading of literary or scientific material, aural comprehension, or pronunciation. Laboratory work may be included. PR: 9 hours, or permission of instructor.

HEALTH EDUCATION

(Division of Health, Physical Education,
 Recreation, and Safety)

- 00. Personal Health** **two hours**
 Meaning and significance of physical, mental, social and environmental factors of health and safety as related to the individual and to society; important phases of national problems; leading causes of disease and deaths; health problems young people encounter with special emphasis on college students current needs.
- 50. Introduction to Health Science** **two hours**
 In-depth study of the several content areas relating to health, contemporary health problems, and reciprocal relationships involving man, disease, and the environment.
- 00. Foundations of Health Education** **two hours**
 Historical, philosophical, sociological, and scientific foundations of Health Education as it relates to the present educational system and the changing society.
- 02. Community Health Problems (PRE: Biol. 101 and 102)** **three hours**
 Philosophy, organization, identification and function of federal, state, and local public health agencies, and their role in dealing with community health and safety problems is presented.
- 10. School Health Programs** **three hours**
 A comprehensive approach to the development of school health programs based upon the contemporary health needs and problems of students.
- 70. Contemporary Health Issues (PRE: Psy. 101 and Soc. 110)** **three hours**
 Identification, analysis and evaluation of our most critical health problems confronting society including drug abuse, addiction, human sexuality, cardiovascular disease, malignant neoplasm (cancer), and environmental health.

- 400. Health Education for the Elementary School** **two hour**
Study of those specific areas of health relating to the needs of elementary school children.
- 410. Seminar in Public Health Education** **four hour**
Presentation of the historical and philosophical development of public health agencies including governmental aspects, legal bases, organizational principles, personnel factors, and public relations. Periodic field trips are included during the second eight weeks.
- 412. Drug Use—Abuse—Addiction** **two hour**
An interdisciplinary analysis of contemporary drug issues and problems, student will examine physiological, psychological, social, philosophical, historical, legal and health aspects of drug use, abuse, and addiction.
- 415. Human Sexuality** **two hour**
Identification of the trends, issues, and content are analyzed to develop methods and materials in sex education.
- 425. Environmental Health** **two hour**
Designed to acquaint the student with traditional causes and emerging problems related to man's knowledge and understanding of environmentally-induced disease. A study of the man-environment relationships conducive to optimum health.
- 431. Methods and Materials for Health Education** **two hour**
Development within each student of the interrelationships of curriculum planning methodology with the selection and use of teaching aids and materials. Specific problems associated with health teaching discussed in relation with student needs at specific levels of development.
- 450. Field Practicum in Public Health** **four hour**
Field practice in public health for one semester under supervision of public health professionals. Pass/Fail.

HISTORY

(Division of Social Science)

- 107. United States History I** **three hour**
The Age of Discoveries to the Reconstruction Era.
- 108. United States History II** **three hour**
The Reconstruction era to the present time.
- 111. History of Civilization I** **three hour**
The earliest times to the beginning of the modern era.
- 112. History of Civilization II** **three hour**
The beginning of the modern era to the contemporary period.
- ADVANCED:**
- 250. History of Technology** **three credit hour**
A survey course from pre-historical tool-making to atomic energy and computers in the 20th century. Credit in history or Industrial-Technical Education.
- 302. West Virginia** **three hour**
West Virginia history, government, and geography from the first settlements to the present time.
- 305. History of England** **three credit hour**
From Roman Britain to the present day.
- 312. Diplomatic History of the United States** **three hour**
The foreign relations of the United States and the development of basic American foreign policies from the colonial period to the present.
- 315. Colonial America** **three hour**
The American colonies from their beginnings to the end of the Revolutionary War

16. **American Federal and National Period** three hours
United States history from the Revolutionary War to the close of the Mexican War.
17. **Civil War and Reconstruction** three hours
The victory of the Federal Union over sectional division.
18. **The Gilded Age to the Great Crash** three hours
The United States from 1876 to 1929.
19. **Recent America** three hours
America's emergence as a leading world power.
20. **American Economic History** three hours
Economic development of the United States from the colonial period to the present.
25. **Medieval Europe** three hours
Formative development in intellectual, social, economic, and political history from the fall of Rome.
26. **American Constitutional History** three hours
The origins of the Constitution of 1787 and the role of leading jurists and landmark cases in shaping the American Constitutional traditions.
30. **Early Modern Europe** three hours
From the Renaissance and Reformation to the Age of the French Revolution.
31. **Revolutions in History** three credit hours
A study of revolutionary thought and action as a force in world history since ancient times. Major topics include the American and French Revolutions of the 18th century, the Chinese and Russian Revolutions of the early 20th century, and a sampling of more recent revolutionary movements in representative regions of the world.
40. **Europe in the Nineteenth Century** three hours
Nationalism, imperialism, and industrial development before the First World War.
41. **Recent Europe** three hours
Problems of readjustment in the twentieth century: the League of Nations, Fascism and Communism, the Second World War, the Cold War, the Common Market.
42. **Diplomatic and Military History of Europe** three hours
The development of military and diplomatic techniques and foreign policies from the Middle Ages to the present day.
43. **Urban History** three credit hours
An examination of the historical role of the city as a concentration of social energies, economic and technological activities, political ambitions, and creative impulses.
44. **Heroes and Hero Worship: Great Leaders of the 20th Century** three credit hours
Selected political, military, and religious leaders of the twentieth century, using biographical and auto-biographical materials to analyse, compare, and contrast their roles in recent and contemporary history.
50. **Latin America: Colonial Period** three hours
Conquests and colonies in South America from 1492 to 1821.
51. **Latin America: National Period** three hours
Latin American nations from 1821 to the present.
53. **Africa I** three hours
Development of Africa from the emergence of man in the valleys of central Africa to the official end of the slave trade.
54. **Africa II** three hours
From the European penetration and colonization of Africa to the recent efforts of dependent African states to establish viable systems of government.
71. **Social and Intellectual History of the U.S.** three hours
Main currents of social and intellectual history of the U.S. from the colonial period to the present day.

- 373. Social History of the American Woman** three hours
An examination of women's changing roles and contributions to American society.
- 375. Philosophy of History** three hours
A survey of the philosophical systems, both speculative and analytical, that have been advanced to evaluate humanity's historical experience. Credit in either philosophy or history.
- 376. Civilization—A Personal View** three hours
An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.
- 380. Afro-American History and Culture** three hours
The Negro in American life to the Civil War.
- 381. Black Man in America** three hours
The history and culture of the Black Man in the United States from 1865 to the present. (Credit in history or sociology)
- 390. The Ecology of Man** three hours
A transdisciplinary study of man's relationship to the natural environment, including problems of technology and pollution; historical and philosophical origins of conservation; ecological ethics; and environmental planning.
- 410. Area Study** arranged
A study of a region of the world conducted on an interdisciplinary basis. The area and time span studied will be determined by the instructor. PR: Consent.
- 420. East Asia I** three hours
Historical and cultural development of China, Japan, and Korea to 1800.
- 421. East Asia II** three hours
Impact of the West on China, Japan, and Korea from 1800 to the present.
- 422. History of South Asia** three hours
Emphasis on India as a major culture center of Asia. Intensive reading on the effects of colonialism, nationalism, independence, and internal and external problems of India, Pakistan, and Bangladesh on the sub-continent.
- 423. Southeast Asia** three hours
Brief survey of the traditional history and culture of Indo-China, Malaysia, and Indonesia with major emphasis on the period since 1800 including such topics as colonialism, nationalism, problems of independence, and involvement of Asia in the post-World War II power struggle.
- 450. Russia** three hours
Russian national development from its origin to the Revolutions of 1917.
- 451. Soviet Union** three hours
Development of the Soviet Union from the Soviet Revolution to the present.
- 452. Eastern Europe** three hours
The peoples of Eastern Europe from Medieval times to the present, excluding Russia.
- 455. ABC Powers of Latin America** three hours
An in-depth analysis and study of the three leading powers of Latin America: Argentina, Brazil, and Chile.

HOME ECONOMICS

(Division of Technology)

- 101. Clothing Construction** three hours
Application of principles of clothing construction in relationship to selection of compatible fabric and design to produce garments for the individual; development of construction techniques using various fabrics.

- 02. Advanced Clothing Construction** two hours
Principles and practices involved in tailoring suits and coats comparable with ready year.
- 03. Clothing Selection** two hours
Appropriate clothing for the individual, family, and selected groups; emphasis included art principles, fashion trends, history of costume, buying practice, and legislation of textiles and clothing.
- 10. Elementary Nutrition** two hours
A study of the basic principles of human nutrition to the selection of food for individuals throughout the life cycle under varying economic, social and cultural situations.
- 01. Principles of Food Selection and Preparation** three hours
A study and application of food principles to food preparation including selection, marketing, nutritional value, storage, preservation, and meal service. The class meets or lecture two times a week with one two-and-one half hour lab period per week.
- 02. Advanced Foods** two hours
A continuation of Home Economics 201 with an emphasis placed on more advanced techniques in preparation of food. The theory and practice of preparing and serving family meals requires the management of time, energy, money.
- 10. Textiles** three hours
Production of fabric from source to end use; properties of textile fibers in relationship to performance and use, textile selection and maintenance for apparel and home furnishings.
- 19. Introduction to Food Service Industry** two hours
Describes different careers available in the food service industry, discusses training programs conducted by restaurants and other food services and includes tours of different types of food service available in the area.
- 20. Diet Therapy and Community Nutrition** three hours
This course discusses the nutritional needs of different age groups, the special nutritional requirements in various diseases and the planning of menus to meet these various nutritional needs. Includes both health care facilities and community feeding programs (including school lunch) under supervision of a registered dietitian or food service director.
- 21. Food Service Equipment** two hours
Selection of equipment, layout and design for quantity food preparation.
- 22. Food Sanitation and Safety** three hours
Federal, state and local regulations regarding sanitary and safety controls as they relate to food service; identification of sources of food-borne diseases and methods of prevention and control; principles of positive health, and personal hygiene, and safety involved in food handling; emphasis is placed on practical application in food service institutions.
- 23. Quantity Foods** three hours
Principles and techniques of quantity food preparation. Use of standardized recipes and institutional equipment.
- 24. Practicum I** four hours
Training in institutional Food Service in cafeteria or food service with supervision.
- 25. Practicum II** four hours
Training in institutional Food Service in cafeteria or food service with supervision.
- 26. Food Purchasing and Storage Costs** two hours
Principles of marketing, sanitation and storage of all food commodities for food service institutions.
- 27. Food and Beverage Merchandising** three hours
This course discusses catering for different types of social functions, dining room arrangement and service to gain customer satisfaction. It also deals with purchase specifications, management and quality as applied to tableware, furnishings, equipment and supplies.

- 228. Organization and Administration of Food Service** **three hours**
Principles and problems of organization and administration as related to food service. Labor regulations are included.
- 229. Food Management Seminar** **one hour**
Coordinates and reviews materials student has learned, discusses various food service management problems and solutions.
- 251. Applied Design** **two hours**
An extensive study of design in relation to the creation, selection, and arrangement of enrichment items in their homes and lives.
- 303. Nutrition** **three hours**
A study of the principles of nutrition with application of planning adequate diet for normal individuals and family groups of varying cultural and economic levels. National and international problems of nutrition are included.
- 305. Nutrition in the Public School** **three hours**
A study of the essential principles of nutrition for the teacher in public schools. Includes methods of teaching nutrition to children at different grade levels. The Federal school lunch program studied as an integral part of the school nutrition program.
- 310. Family Life** **three hours**
A study of the changing American family and of interpersonal relationships between family members at each stage in the family life cycle. Special reference to mate selection, adjustments, crises and supports for families.
- 312. Consumer Education** **three hours**
A study of the selection of consumer goods and factors affecting selection such as labeling, advertising, credit, contracts and consumer legislation, car, health and life insurance for family security, social security and wills.
- 315. Home Management** **three hours**
A study of management process and its effect on the family. Decision making, economics, effective use of resources and the interaction of values, standards, and goals are considered for the family.
- 316. Household Equipment** **two hours**
Structured to develop criteria for intelligent selection, use, care, and maintenance of equipment used in the home.
- 318. Management Problems** **two hours**
Analysis and application of management principles. Common problems of families: use of resources; management of relationship will be resolved by students through planned supervised experiences by observation or participation.
- 320. Home Planning and Furnishing** **three hours**
Designed to help individuals analyze social, physical, economic and psychological needs which must be met by their housing. House plans and furnishings studied in relation to use, economy, beauty, and individuality.
- 328. Cognitive, Affective Development of Children** **three hours**
Examines theory and research relevant to Cognitive and Affective development of children ages 3-5. Particular emphasis is placed on applying theory and research in planning curricula and instruction for young children. Laboratory experience is required.
- 330. Child Care and Development** **three hours**
Examines theory and research relevant to cognitive-perceptual, language, socio-emotional and psychomotor development in early childhood. Particular emphasis is placed on becoming an objective observer of young children and in applying research and theory in interpreting behavior and planning for development and learning.
- 331. Adolescent Development** **two hours**
Examines theory and research relative to physical growth, intellectual development, relationships with parents and peers and growth in self direction. Special attention given to the quest for identity and self-concept.

2. Child Development Problem**one hour**

Supervised experience in working with preschool children. Application of theory and research in planning program, materials, and guidance to enhance development and learning in all areas.

1. Home Arts**three hours**

A study of the principles of design. Basics of home and applied arts through the use of color, texture, and line. Articles constructed through the techniques of stitchery, textile printing, and handicrafts.

1. Problems in Interior Design**one to four hours**

Provides an opportunity for the student to pursue directed, independent study in the areas of housing and design. The class will meet a double period twice a week for the half of semester. One hour per semester. This may be repeated in different areas of interest or problems in home furnishings for a maximum of 4 hours credit. Prerequisite: consent of instructor.

2. Tailoring**three hours**

Construction of a basic dress, suit, and accessories with emphasis on selection of fabric, fitting, and tailoring details. Consult instructor for prerequisites.

0. Methods in Vocational and Adult Education**two hours**

Methods and materials for the development of consumer homemaking programs, occupational education, adult programs, and career education for secondary, post secondary and adult levels. Emphasis given to preparation of curriculum materials for the various programs, and the legislation involved in implementation.

1. Methods and Materials in Teaching Home Economics**two hours**

Required course for student teachers; the special methods for the subject area. Philosophy and goals of home economics, organization of teaching materials, and techniques, and curriculum planning. Selection of equipment and supplies to manage a home economics department analyzed.

JOURNALISM

(Division of Language and Literature)

0. Reporting**three hours**

Comprehensive study of fundamental journalistic writing forms, styles and mechanics for both print and broadcast media, including school publications. Gives practical experience in basic writing styles used in scholastic, collegiate and professional mass media. Valuable as a test of writing ability and for making the student a more discerning media consumer. Open to second semester freshmen and above or to first semester freshmen with previous high school journalism experience or to those exempt from English 104 and/or 108 through CLEP. Required for journalism teaching specialization as well as non-teaching journalism minor. Offered both winter semesters. Three hours arranged lab required. (Enroll in both Journalism 240 and Journalism L240).

0. Communications in Society**two hours**

Survey of mass media in a democratic society and an introduction to mass media career opportunities and preparation. Open to all students. Of interest to those undecided about their careers, especially those with scholastic journalism experience. Required for journalism teaching specialization and non-teaching journalism minor. Offered during spring semester.

1. The Newspaper and Society**three hours**

Definitive study of responsibilities, laws and ethics in relation to the news media. Covers the social responsibility theory of the press as it evolved in this country and laws and ethics affecting news media and news media's effects on the law. Reinforces necessity for accuracy in the media. Offered only in summer.

280. History of American Journalism**three hours**

Comprehensive chronological presentation of the development of American mass media by showing relationship of the past with the events of today and delineating their impact on the American way of life. Examines the American press from the seventeenth century to date, freedom of the press and its present implications. Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered during fall semester.

312. Publication Problems**three hours**

Practical approach to problems typical to anyone charged with producing a publication, particularly teachers who may supervise a student newspaper, yearbook, magazine, or handbook. Problems of staff organization, training, finance, format, ethics, publicity, and public relations. Three hour laboratory arranged. Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered during spring semester. PR: Journalism 240 and 343, or instructor's consent. Journalism 343 has not been completed.

320. Principles of Advertising**three hours**

Concerns the management, planning, creation and use of advertising in view of today's social attitudes, consumer trends, government controls, management pressure and changes within the advertising structure. Taught by the commerce faculty for both business and journalism students. Required for the journalism teaching specialization. Journalism majors and minors, register for Journalism 320, not Business 320.

330. Advanced Reporting**three hours**

Advanced study and practical application of journalistic writing techniques with practicum on Fairmont newspapers. Emphasis on investigative reporting and in-depth feature writing with assignments for campus publications. PR: Grade of C or higher in Journalism 240.

334. News Photography**two hours**

Basic camera and developing techniques during four hours of lecture-laboratory time per week. Introduces photography as a means to document and a medium of expression. Camera, film supply and equipment required; chemicals furnished. Taught by technology faculty. Limited enrollment. Required for both the journalism teaching specialization and the non-teaching journalism minor. Journalism students, register for Journalism 334, not Technology 334.

340. Journalism Practice**two hours**

Practical writing experience on the college newspaper, yearbook, public relations and sports information staffs or area broadcast outlets plus guided reading in the student's field of major journalistic interest. Minimum of three lab hours required weekly. Required for teaching specialization in journalism. Offered first semester during both fall and winter semesters on an arranged basis. PR: completion of Journalism 240 and/or 343 or consent of instructor.

341. Journalism Practice**two hours**

Continuation of Journalism 340. An elective for the journalism teaching specialization or the journalism minor, providing a variety of on-campus journalistic opportunities in print and/or broadcast journalism depending on the individual student's interest and expertise. PR: Journalism 240 and/or 343 or instructor's consent.

343. Copy Editing and Makeup**three hours**

Intensive study of modern editing and makeup practices, copy-reading, proofreading, and headline writing principles. Production processes, photo-journalism selection and advertising are related to publication of newspapers, magazines, yearbooks, and other forms of print journalism. Provides application of techniques through practical experience on college publications. Three hour arranged lab required. (Enroll in both Journalism 343 and L343.) Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered during fall semester. PR: Grade of C or higher in Journalism 240.

- 31. Methods and Materials in Teaching Journalism** **two hours**
 Part of the Initial Performance Practicum. Study and practice in techniques of teaching journalism and advising school publications. (Students may elect to take their special methods course in their other teaching specialization.)
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LAW ENFORCEMENT

(Community College)

- 00. Introduction to Law Enforcement** **three hours**
 Survey of law enforcement; the role, history, development and constitutional aspects of law enforcement and public safety. A review of agencies involved in the processes of the administration of criminal justice.
- 01. Police Operations** **three hours**
 Introduction to the police function as performed in American police departments; the nature and responsibilities of the police function are discussed and evaluated; traditional procedures are questioned and improvements sought. Inter-relationships of various police divisions are also scrutinized.
- 02. Principles of Criminal Law** **three hours**
 Structure, definitions and interpretations of criminal statutes of particular interest. The scope, purpose, and definition of the criminal law in general, including the study of crimes against the person, property, and other offenses.
- 00. Criminalistics** **three hours**
 A course designed to give the student a basic knowledge of crime scene collection, preservation and identification of evidence, including proper search, fingerprints, casting, use of the crime lab and crime detection. The course will include the scientific fact finding approach in the collection of data.
- 01. Traffic Law Enforcement** **three hours**
 A study of the traffic control function as a part of the police role. Special attention to the functions and actual roles being played by various law enforcement agencies with emphasis upon the techniques of traffic law enforcement will be presented.
- 02. Police-Community Relations** **three hours**
 Law enforcement and the community, relation to schools, public education functions of law enforcement personnel, community attitudes.
- 03. Civil Liberties** **three hours**
 A study of the nature and substance of civil liberties in the United States. The philosophy underlying the Bill of Rights will be analyzed and the development of each of the great freedoms protected therein. Particular attention will be given to how the Supreme Court has interpreted and applied the guarantees contained within the Bill of Rights in specific instances. PR: Political Science 103.
- 04. Public and Police Administration** **four hours**
 Principles of administration and management of the police operation in its application to public safety needs of the community. Responsibilities and interrelationships of administrative and line-and-staff services.
- 06. Introduction to Corrections** **three hours**
 A survey of the current correctional process in America which includes the origin and legal procedures of the present system and the effects of the system on the individual as well as on our society. Special emphasis is given to current theories of rehabilitation in the institution and in probation and parole. Emphasis is also given to the administration of the adult and juvenile institutions and the alternatives and future of the present system.
- 10. Techniques of Interviewing** **three hours**
 A study of interviewing techniques and procedures; their application to the gathering, organization and presentation of factual information. Special attention to the Supreme Court rulings pertaining to statements of arrested and suspect persons.

211. Field Service Internship**three hours**

A supervised work experience with an assigned law enforcement agency for purposes of increasing understanding of law enforcement administration and operation. Under agency and college supervision, students will be provided with the opportunity to apply academic education to agency operation.

212. General Review**one hour**

A seminar which includes discussion on such issues as federal assistance to law enforcement, the changing role of the police and new and emerging trends which promise to affect the future.

LIBRARY SCIENCE

(Division of Language and Literature)

120. Introduction to Library Science**three hours**

A study of the historical development of libraries and their relationship to the community as a whole. Basic terminology and tools of the field are introduced. Resource people identify and define the tasks and competencies required of the library personnel.

200. Reference and Bibliography*three hours**

The study of basic reference sources. Evaluation, selection, use, literature searching and bibliographic compilation are stressed. PR: 120 or consent.

210. Library Materials for Adolescents*three hours**

A study of the philosophy, principles and criteria used in selecting materials for young people. Selection aids and professional tools are studied. Overall collection building and evaluation are emphasized. A wide variety of adolescent material is studied. PR: 120 or consent.

214. Selection of Adult Materials*three hours**

A study of the principles for establishing, developing, and evaluating adult collections; a study of the book trade and publishing industry; a study of selection aids and reviewing media. Emphasis on wide reading, annotating, and book reviewing. PR: 120 or consent.

****302. Cataloging and Classification****three hours**

An introduction to the general principles of descriptive cataloging and entry work through a study of the *Anglo-American Cataloging Rules*. Construction of a call number is studied through use of the Dewey Decimal Classification and Cutter tables. Sears subject headings are used to present the basic principles of subject analysis. The practical aspects of these processes are stressed through their application to book and non-book materials. PR: 120 or consent.

****304. Organization and Administration****three hours**

A study of the philosophy, objectives, and procedures involved in the functioning of libraries. Emphasis on planning the physical facility, equipment, standards, staff budgeting, ordering, services, instruction, displays and public relations. PR: 120 or consent.

400. Library Practice**three hours**

At least 100 hours of practical experience in a school, public, academic, or special library. For Bachelor of Arts in Education this course is taken concurrently with Education 420 or Education 450. PR for A.B. in Education: LS 120, 200, 210, 302, 304, Eng. 207, Educ. 424. PR for B.A. and B.S.: LS 120, 200, 210, 214, 302, 304, Eng. 207, Educ. 424.

*Offered only 1st semester of each year.

**Offered only 2nd semester of each year.

MATHEMATICS

(Division of Science and Mathematics)

I. Applied Technical Mathematics I three hours

An introduction to fundamental mechanics and techniques for performing operations with algebraic expressions and subsequently solving linear equations, systems of linear equations, quadratic equations, radical equations and polynomial equations. This course cannot satisfy general studies requirements.

II. Applied Technical Mathematics II three hours

A continuation of Math 101, this course is designed to develop methods of solving right triangles and oblique triangles using trigonometry. Other topics discussed will include complex numbers, progressions and the binomial theorem. This course cannot satisfy general studies requirements. PR: Math 101.

III. Mathematics for Elementary Teachers I three hours

An introductory course in mathematical ideas. This course includes basic concepts of set theory, properties of operations and a logical development of the real number system and its subsystems. Understanding of the basic operations is stressed. This course cannot be used as math credit toward certification for teaching mathematics. Credit for this course does not count for general requirement in science and mathematics.

IV. Intermediate Algebra three hours

A course for students deficient in high school algebra. This course cannot be used for mathematics credit toward certification for teaching mathematics. Credit may be earned for either Math 111 or 101 but not both courses. PR: One unit of high school algebra.

V. Intermediate Mathematics I three hours

An introductory course of integrated algebra, trigonometry, and related topics, for students who have not had an equivalent course in high school. This course cannot be used as mathematics credit toward certification for teaching mathematics.

VI. Finite Math three hours

An introduction to finite math with applications of quantitative techniques in the social and management sciences. Topics covered are logic, probability, linear relations, and elementary linear programming.

VII. Finite Math three hours

Topics include non-linear relations, applied matrix algebra, sequences, and introductory applied calculus. PR: Math 113.

VIII. Intermediate Mathematics II four hours

An integrated course of the material traditionally offered in College Algebra and Trigonometry, and related topics. For students who have not completed an equivalent course in high school. PR: 112 or equivalent.

IX. Calculus I four hours

The simpler techniques of differentiation and integration for the elementary functions. Step functions and their integral, the exact area under a monotonic curve, the definite integral. Limit of a function, slope of a curve, tangents, instantaneous rates. Continuity algebra of limits, existence of limits, continuous functions. Derived functions, $D(u+v)$, Dcu , Duv , Du^n , differentiation of polynomials. Interpretation and applications of derivatives. Mean value theorem. Taylor's theorem, higher order derivatives, cut-off Taylor's series as approximations, convexity, constant acceleration, maxima and minima. Differentiation of rational functions, maxima and minima with the conditions. The antiderivative, differential equation $DF(x) = f(x)$, antiderivative formulas, fundamental theorem of calculus. Integration by parts, algebraic properties of integrals, applications, area, mean value of a function, falling bodies, work, volumes, moments. Antiderivatives of negative powers, application, Theory of logarithms and general powers. Exponential functions. Tangent and normal, orthogonal curves, angle between two curves, circle and parabola. Arc length, polar coordinates. Derivatives and integrals of trigonometric functions. Periodic motion, simple

harmonic motion. Inverse trigonometric functions. Numerical methods: trapezoid rule, Simpson's rule, Newton's method. PR: 115 or equivalent.

200. Mathematical Logic three hours
Sentential and general theory of inference, theory of proof and definition, elementary intuitive set theory. PR: Math 116 or consent.

201. Mathematical Logic three hours
A continuation of Math 200. PR: Math 200.

205. Fundamental Concepts of Mathematics three hours
An introductory, survey, course in mathematics including elementary logic, language, a discussion of various number systems, numeration systems, introductory number theory, probability, and other related topics. This course will be offered each semester. Credit cannot be earned in both Math 205 and Math 110.

206. Introduction to the Theory of Numbers three hours
Prime Numbers; the unique factorization theorem; congruences; Diophantine equations; primitive roots; the quadratic reciprocity theorem. PR: Math 116 or consent.

210. Mathematics for Elementary Teachers II three hours
This course is intended to follow Math 110. Topics covered in the course include: introduction to logic, numeration systems including bases other than ten, properties of real numbers, finite mathematics, solution of equations and inequalities. Credit for the course does not count for general requirement in science and mathematics. PR: Math 110.

212. Sets, Relations and Functions three hours
Topics to be studied are those related to sets, relations and functions which are common to most upper division mathematics courses. This course is designed and highly recommended for students majoring or minoring in mathematics but may be used by other students to satisfy their general education requirement. The course will be offered during the winter semester of each year.

214. History of Mathematics three hours
A historical development of mathematical ideas beginning with the geometry and computational methods of antiquity and continuing through the calculus. PR: Math 115 or equivalent.

315. Calculus II four hours
A continuation of Math 116. PR: 116.

316. Calculus III four hours
A continuation of Math 315. PR: 315.

323. Mathematics for Elementary Teachers III three hours
This is the last of three courses intended to give prospective elementary teachers an adequate background and training in the concepts and skills of basic mathematics. A study of metric and non-metric geometry will be made, including both an informal and formal approach to proofs of elementary theorems. Credit for this course does not count for general requirement in science and mathematics. PR: Math 210.

335. Probability and Statistics three hours
Sample spaces, events as subsets, probability axioms, finite sample spaces and equiprobable measure as special case, binomial coefficients and counting techniques applied to probability problems, conditional probability, independent events, Bayes' formula. Random variable, probability functions, density and distribution functions, special distributions, independent random variables. Poisson and normal approximation to the binomial, some statistical applications. Estimation and sampling, point and interval estimates, hypothesis-testing, power of a test, regression. PR: Math 315 or consent.

336. Probability and Statistics three hours
Random variables and distributions, sequences of random variables, Markov chains, stochastic process. PR: Math 335.

2. Numerical Analysis **three hours**
 Solution of equations. Functional iteration of equations, analysis of special methods such as the methods of false position and of Newton; iteration for systems of equations. Reduction to first order systems. Gaussian elimination and some iterative methods for inversion. PR: Math 315 and EDP 103 or consent.

1. Abstract Algebra **three hours**
 Sets, relations, functions, operation, etc. Algebraic systems: integers, rationals, matrices, etc. Isomorphism and examples. Equivalence classes. Groups. Subgroups, cyclic groups, basic theorems Lagrange's theorem. Homomorphism, normal subgroup, quotient group. The isomorphism theorems. Rings, integers, matrices, polynomials, integral domains, fields, quotient field. Homomorphism, ideals, residue class rings. Unique factorization domains. Euclidean domains, integers, polynomials over a field. Division algorithm, highest common factor, unique factorization in Euclidean domain. PR: Math 116 or consent.

2. Linear Algebra **three hours**
 Vector spaces abstractly defined. Linear dependence and independence. Bases and subspaces. Dimension of linear space. Linear mappings, kernel and image of a mapping of a map. Linear maps as a vector space. Composition of mappings and multiplication of matrices. Relation between linear mappings and systems of linear equations. Row reduced echelon matrix, invertible matrices, calculation of inverse. Linear inequalities and half spaces. PR: Math 316 or consent.

2. Modern Geometry **three hours**
 The idea of convexity; separation of planes by lines, and of space by planes. The statement of betweenness. Distance functions and angular measurement functions, and the postulates governing them. Metric definitions of congruence-relations, for segments, angles, and triangles. The parallel postulate. PR: Math 116 or consent.

3. Projective Geometry **three hours**
 Extended Euclidean plane, elements of perspective, linear transformations in \mathbb{P}^2 , the axiomatic foundation, the complete four-point and complete four-line, conics, introduction of coordinates. PR: Consent.

5. Topology **three hours**
 A study of sets, relations, functions, cardinal numbers and orderings. Topological spaces, including continuity, convergence, separation, compactness and connectedness. PR: Math 315.

1. Introduction to Analysis **three hours**
 Real numbers, topology of the reals, infinite series, continuous functions, sequences and series of functions, differentiation, integration, power series. PR: Math 316.

3. Introduction to Foundations of Mathematics **three hours**
 Continuation of 391. PR: Consent.

0. Seminar **one-three hours**
 PR: Consent.

1. Differential Equations **three hours**
 First-order and simple higher-order ordinary differential equations and their applications, linear differential equations with constant coefficients and their application, simultaneous differential equations and their applications, the numerical solution of differential equations, solution of differential equations by use of series. PR: Math 316.

1. Advanced Calculus **three hours**
 Sets, relations and functions, composite and inverse functions, countable sets, ordered fields, sequences, operations with sequences nested intervals, Cauchy sequences, open and closed sets, limits and continuity, differentiation, integration. PR: Math 316 and consent.

3. Introduction to Complex Variables **three hours**
 The algebra and geometry of complex numbers. Definitions and properties of elementary functions, e , $\sin z$, $\log z$. Analytic functions. Limits, derivatives, Cauchy-Riemann equations. Integration. Integrals, functions defined by integrals. Maximum modulus, Liouville's theorem, fundamental theorem of algebra. Series. Taylor and

Laurent series. Uniform convergence, term-by-term differentiation, uniform convergence in general. Domain of convergence and classification of singularities. The residue theorem. PR: Math 315.

431. Methods and Materials in Teaching Mathematics

two hours

MEDICAL LABORATORY TECHNOLOGY

(Community College)

101. Introduction to Medical Laboratory Technology

three hours

Principles, practices and history of medical technology and relationship of the laboratory as part of the medical team are presented. Students will be oriented to medicine as a profession and the ethics involved. PR: Admission to the program.

102. Introduction to MLT

three hours

Continuation of MLT 101 with emphasis on the practical aspects of medical technology. The student will be exposed to venipunctive techniques and certain manual techniques. PR: MLT 101.

200. Clinical Serology Lecture

one hour

Lectures dealing with antigen-antibody reactions, explanation of types and general principles of serologic tests including tests for syphilis, febrile agglutination, and latex fixation. PR: MLT 101 and 102.

201. Clinical Serology Practicum

one hour

Laboratory practice in the performance of serologic tests. Students will receive experience in tests utilizing serial dilution, agglutination reactions, and other methods of antigen-antibody testing. PR: MLT 101 and 102.

202. Clinical Biochemistry Lecture

five hours

Lectures explaining procedures utilized in the clinical chemistry laboratory. Principles, reactions, and diseases related to the various biochemical tests will be discussed. PR: MLT 101 and 102.

203. Clinical Biochemistry Practicum A (First Rotation)

two hours

Laboratory experience in the basic methods of chemical analysis and reagent preparation. Students will receive practice in manual as well as automated methodologies. PR: MLT 101 and 102.

204. Clinical Biochemistry Practicum B (Second Rotation)

three hours

Continuation of Practicum A with emphasis on developing proficiency in the performance of the various chemical tests. PR: MLT 101 and 102.

205. Clinical Microbiology Lecture

three hours

Lectures in clinical bacteriology. Both pathogenic and non-pathogenic bacteria will be studied. Biochemical and serological methods will be discussed relative to the identification of various bacteria. PR: MLT 101 and 102.

206. Clinical Microbiology Practicum A (First Rotation)

one hour

Laboratory experience in basic microbiology procedures. Students will learn methods of handling specimens, preparing media, and performing various tests leading toward the identification of bacteria. PR: MLT 101 and 102.

207. Clinical Microbiology Practicum B (Second Rotation)

two hours

Continuation of Practicum A with greater emphasis on identification of various micro-organisms. PR: MLT 101 and 102.

208. Clinical Mycology and Parasitology

two hours

Students study the morphology, cultural characteristics and other methods of identifying mycobacteria, yeasts and parasites. PR: MLT 101 and 102.

209. Clinical Microscopy Practicum

two hours

Laboratory practice in the collection and performance of various urinalysis tests including microscopic examination of urinary sediment. Students also receive practice in the analysis of gastric contents and kidney stones. PR: MLT 101 and 102.

10. **Clinical Hematology Lecture** **four hours**
Lectures in blood physiology and the principles of the various hematological tests used to measure the blood components. Material on coagulation is also included in the course. PR: MLT 101 and 102.
11. **Clinical Hematology Practicum A (First Rotation)** **two hours**
Laboratory experience in evaluating blood smears, practice in manual and automated counting techniques and coagulation procedures. PR: MLT 101 and 102.
12. **Clinical Hematology Practicum B (Second Rotation)** **two hours**
Continuation of Practicum A with emphasis on proficiency in reading blood smears. PR: MLT 101 and 102.
13. **Immunohematology Lecture** **three hours**
Lectures explaining the immune process and the theory of blood banking. Students study the principles of Antigen-Antibody reactions dealing primarily with blood transfusions. Legal aspects of Blood Banking will also be included. PR: MLT 101 and 102.
14. **Immunohematology Practicum A (First Rotation)** **one hour**
Laboratory experience in the techniques of blood banking. Students learn to type blood, crossmatch blood and prepare some blood components. PR: MLT 101 and 102.
15. **Immunohematology Practicum B (Second Rotation)** **two hours**
Continuation of Practicum A with emphasis on donor history taking and donor labeling. PR: MLT 101 and 102.
16. **Seminar** **one hour**
This course gives the student an opportunity to correlate the information in each of the clinical areas. PR: MLT 101 and 102.

MUSIC

(Division of Fine Arts)

*NOTE: All applied courses, Music 103, 303, 107, 307, 141, 341, including those applied courses on page 199 marked with an asterisk:

- a. Open to students with sufficient musical background to benefit from individual instruction in techniques of playing band and orchestral instruments. Acceptance of the student will be the prerogative of the instructor. See FSC Bulletin Music Supplement for applied requirements, recitals, and applied levels.
- b. One hour credit applied music courses require one-half hour lesson per week plus daily practice of one hour.
- c. Two hour credit applied music courses require two one-half hour lessons per week or one hour lesson per week plus two hours daily practice.
- d. Student desiring to take two hours for applied lessons must have the permission of their instructor. This permission is usually given only to upperclassmen.

01. **Concerts, Recitals, and Seminars** **No Credit**
Pass or fail to be issued each semester. Scheduled campus concerts, recitals, seminars. Music majors and minors are required to attend 50 per cent of these programs each semester enrolled in college, except when practice teaching.

03. **Organ I-IV; 303. Organ I-IV (last four semesters)** **one-two hours**
The program of study will be fitted to the individual needs of the student. Acceptance of the student will be the prerogative of the instructor.

105. Piano Class I-II**one hour**

This course is designed for all students interested in beginning piano. This will be conducted as a class with each member being offered opportunity for participation.

107. Piano I-IV; 307. Piano I-IV (last four semesters)*one-two hours**

See description under Music 103.

108. Beginning Theory (on demand)**two hours**

This course is designed for beginning music students who need additional background in theory.

109. Theory, Comprehensive**four hours**

This course is organized in five interacting streams of study to develop the skills necessary for the perception and understanding of music. These streams of study are comprised of formal and harmonic analysis, composition, ear training, keyboard harmony and singing. This study surveys the compositional techniques of the 18th and 19th centuries. A weekly lab of 5 minutes is required.

110. Theory, Comprehensive**four hours**

A study designed to reinforce and expand concepts acquired in Theory 109, with emphasis in compositional study involving modulation and musical perception with and without score. Five minute laboratory. PR: 109.

139. Voice Class I (first semester); 339. Voice Class (second semester)**one hour**

Course consists of a study of the fundamentals of voice production: breathing, resonance, articulation, and style.

141. Voice I-IV; 341. Voice I-IV (last four semesters)*one-two hours**

Open to students who have sufficient musical background and vocal quality to merit individual instruction. The principles of proper vocal production are stressed with later emphasis upon solo repertoire in English, Italian, German, and French.

167. Collegiates I-IV; 367. Collegiates I-IV (last four semesters)**one hour**

A select touring choir. PR: Audition.

169. Band I-IV; 369. Band I-IV (last four semesters)**one hour**

Open to all students who can play an instrument needed to keep a balanced organization. The program of procedure is designed to present study of band literature and administration through participation. Includes the marching band, concert band and wind symphony. PR: Audition.

170. Laboratory, Band and Orchestra**No Credit**

Required of students who can play an instrument needed to keep a balanced organization. This course provides review experiences in conducting and playing instruments at the beginning and intermediate levels.

172. College-Community Symphony Orchestra I-IV; 372. College-Community Symphony Orchestra I-IV (last four semesters)**one hour**

Open to all students and members of the community who can play an orchestral instrument needed to keep a balanced organization. The course is designed to present the study and performance of orchestral literature appropriate to the playing ability of its members. Audition or at the discretion of the director.

173. Symphonic Choir I-IV; 373. Symphonic Choir I-IV (last four semesters)**one hour**

Open to all students who can sing a part. This course is designed to present a study of choral literature and administration through participation. PR: Tryout.

174. Men's Varsity Glee Club I-IV; 374. Men's Varsity Glee Club I-IV (last four semesters)**one hour**

A performance group open to all men of the college community. Literature selected from various styles, including pop, show tunes, folk and religious. Performances for college and community functions. Non-audition. (Not to be used for major performance participation credit in any music degree program.)

Individual Instruction in Band and Orchestral Instruments:***177. Percussion I-IV; 377. Percussion I-IV (last four semesters)****one-two hours****179. Saxophone I-IV; 379. Saxophone I-IV (last four semesters)****one-two hours**

181. Flute I-IV; 381. Flute I-IV (last four semesters) one-two hours
183. Clarinet I-IV; 383. Clarinet I-IV (last four semesters) one-two hours
185. Oboe I-IV; 385. Oboe I-IV (last four semesters) one-two hours
187. Bassoon I-IV; 387. Bassoon I-IV (last four semesters) one-two hours
189. Trumpet or Cornet I-IV; 389. Trumpet or Cornet I-IV (last four semesters) one-two hours
191. Baritone Horn I-IV; 391. Baritone Horn I-IV (last four semesters) one-two hours
193. French Horn I-IV; 393. French Horn I-IV (last four semesters) one-two hours
195. Trombone I-IV; 395. Trombone I-IV (last four semesters) one-two hours
197. Tuba I-IV; 397. Tuba I-IV (last four semesters) one-two hours
200. Violin I-IV; 300. Violin I-IV (last four semesters) one-two hours
201. Viola I-IV; 301. Viola I-IV (last four semesters) one-two hours
202. Cello I-IV; 302. Cello I-IV (last four semesters) one-two hours
204. Bass Violin I-IV; 304. Bass Violin I-IV (last four semesters) one-two hours
205. Music Appreciation two hours
A general music course in appreciation. Music composers of the classical, romantic, and modern periods are discussed, and compositions of these composers are heard through recordings.
206. Music Appreciation for Majors three hours
The history and literature of music, with emphasis placed on listening to recordings of great music and the study of musical style and form of the leading composers of the Renaissance, Baroque, Vienna Classic, Romantic, and Modern periods, for the purpose of developing greater depth in the discrimination and appreciation of music. Recommended for students enrolled in a music teaching field, subject specialization, or major. May be substituted for Music 205. Not open to students with credit for Music 205.
209. Theory, Comprehensive four hours
Continuation of Music 110 covering theoretical principles of the Baroque and Classical periods. Emphasis on contrapuntal forms and compositions of large formal structures. Five minute laboratory each week. PR: 110.
210. Theory, Comprehensive four hours
Continuation of Music 209 developing the skills necessary for the perception and understanding of music. Features theoretical principles of the Romantic and twentieth centuries. Five minute laboratory each week. PR: 209.
211. String Class I; 411. String Class II (last four semesters) one hour
This course is open to all students with sufficient background in music. A working knowledge of string instruments is attained through class instruction.
213. Brass Class I; 413. Brass Class II (last four semesters) one hour
This course is open to all students with sufficient background in music. A working knowledge of brass instruments is attained through class instruction.
215. Woodwind Class I; 415. Woodwind Class II (last four semesters) one hour
This course is open to all students with sufficient background in music. A working knowledge of woodwind instruments is attained through class instruction.
217. Percussion Class I; 417. Percussion Class II (last four semesters) one hour
Open to all students with sufficient background in music. A working knowledge of percussion instruments is attained through class instruction.
231. Elementary Music I (K-3) three hours
This course gives the student a background in music theory, terminology of music, rhythm, music reading, chord construction and use of the keyboard and classroom instruments needed by the classroom teacher. Methods activities and approaches of Orff, Kodaly, Manhattan Project, and others are emphasized for K-3. Two lecture hours and one laboratory hour per week. Required for all elementary teachers.

- 232. Elementary Music II (4-8)** **three hours**
This course is a continuation of Music 231 and includes methods and procedures for carrying out the music program in the elementary grades 4-8. PR: 231.
- 245. Fundamentals of Conducting** **two hours**
A course designed to teach and develop the basic skills of conducting. PR: 109.
- 247. Stage Band I-IV; 447. Stage Band I-IV (last four semesters)** **one hour**
Open to advanced instrumental students. PR: Audition.
- 249. Advanced Woodwind Ensemble I-IV; 449. Advanced Woodwind Ensemble I-IV (last four semesters)** **one hour**
Open to advanced woodwind students. Includes various woodwind ensembles. PR: Audition.
- 275. Advanced Brass Ensemble I-IV; 475. Advanced Brass Ensemble I-IV (last four semesters)** **one hour**
Open to advanced instrumental students. Designed to give students an opportunity to participate in small ensembles. Groups meet on a regular weekly rehearsal schedule under faculty direction. PR: Audition.
- 277. Advanced Vocal Ensemble I-IV; 477. Advanced Vocal Ensemble I-IV (last four semesters)** **one hour**
Open to advanced vocal students. Designed to give students experience in small ensemble participation. Groups meet on a regular rehearsal schedule under faculty direction. PR: Audition.
- 279. Advanced Percussion Ensemble I-IV; 479. Advanced Percussion Ensemble I-IV (last four semesters)** **one hour**
Open to advanced percussion students and students with percussion experience. Designed to give students experience in small ensemble participation. Groups meet on a regular rehearsal schedule under faculty direction. PR: Audition.
- 309. Orchestration** **two hours**
Basic instrumentation and arranging for band and orchestra. PR: 210.
- 310. Counterpoint (on demand)** **two hours**
A study of the style and technique involved in the writing of 16th century polyphonic music. PR: 210.
- 311. Form and Analysis (on demand)** **two hours**
A study of form and the analysis of music as found in the literature from the 17th to the 20th century. PR: 209.
- 312. Composition (on demand)** **two hours**
This course is designed to teach, through the study of various types of music, a basic and accepted approach to creative composition. PR: 209.
- 313. History** **three hours**
This course traces music from the early Greek through the Baroque periods with emphasis on recognition of styles and composers. PR: 209.
- 314. History** **three hours**
A continuation of Music 313 covering the Classical, Romantic, and Modern periods. PR: 313.
- 320. Techniques of Keyboard Accompanying** **one hour**
A course designed to acquaint advanced students of piano and organ with the techniques involved in playing accompaniments for performing groups and soloists. Regularly scheduled laboratory experiences in playing accompaniments for vocal and instrumental soloists and ensembles will be provided. This course may be substituted for applied piano. PR: Permission of instructor. Given on demand.
- 328. Elementary Music Methods and Material for Majors, K-6** **two hours**
Enables the student to communicate musical ideas through visual and oral approaches and to demonstrate a knowledge of the sources and ability to use quality materials, methods, and literature for comprehensive music program K-6. PR: 110, 130 and/or 141.

- 347. Advanced Conducting** **two hours**
The student will be able to conduct advanced musical groups using those conducting techniques required in Instrumental and Choral conducting. PR: 245.
- 376. Civilization—A Personal View** **three hours**
An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.
- 429. Instrumental Methods, Materials and Administration** **two hours**
Advanced and practical application of instrumental conducting techniques, methods, administration and materials used in teaching instrumental music in the secondary schools. PR: 209 and 245.
- 430. Choral Methods, Materials, and Administration** **two hours**
Advanced and practical application of choral conducting techniques, methods, administration, materials used in teaching choral music in the secondary schools. PR: 209 and 245.
- 431. Methods and Materials in Teaching Music, 7-12** **two hours**
Techniques, methods and materials used in teaching and administering general music classes and high school music major classes. To be taken during the Initial Performance Practicum.
- 432. Choral Workshop (on demand)** **two hours**
Offered to upgrade choral instructor's teaching techniques and administration. Includes experiences in conducting choral groups, interpretation, participating in choral rehearsals and performances, and the study of problems related to choral teaching and administration.
- 433. Instrumental Workshop (on demand)** **two hours**
Offered to upgrade instrumental teaching techniques and administration of instructors. Includes experiences in conducting instrumental groups, interpretation, participating in instrumental rehearsals and performances, and the study of problems related to instrumental teaching and administration.
- 434. Composition Workshop (on demand)** **two hours**
Study of the composition of choral and instrumental works. Experience of hearing works performed by live groups provided.
- 435. Music Production Workshop** **one-three hours**
A laboratory experience in music theater. Course culminates in a public presentation of opera or musical comedy. PR: Consent of instructor.
- 437. Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by the instructor. PR: Consent of instructor.
- 438. Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by the instructor. PR: Consent of instructor.
- 439. Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by the instructor. PR: Consent of instructor.
- 440. Senior Recital** **one hour**
(See FSC Music Bulletin Supplement). All music majors are required to present a senior recital or its equivalent before the faculty jury or public.
- 442. & 443. Theory Workshop (on demand)** **two-three hours**
Identification of suitable materials for the teaching of theory in the high schools as well as methodology and pedagogical procedures for theory instruction. May be repeated for additional credit-maximum 6 hours.
- 444. & 445. Elementary Workshop (on demand)** **two-three hours**
Identification of suitable materials for the teaching of elementary music as well as new and innovative methodology. May be repeated for additional credit-maximum 6 hours.

NURSING

(Community College)

101. Fundamentals of Nursing**six hours**

The study of nursing care common to all patients and the scientific principles underlying that care are emphasized. Topics include: factors affecting health, nurse role in relation to patient care, the use of problem-solving methods in planning care, development of basic interpersonal and technical skills, and beginning concepts relating to pharmacology. (4 hours lecture, 6 hours lab).

103. Medical-Surgical Nursing**eight hours**

This course is designed to help students develop an understanding of selected health problems of adults related to man's physiological needs, ways he copes with his environment and adapts to dependency needs as a result of illness. Selected laboratory experience in caring for hospitalized patients will enable the student to develop an understanding and acquire skill related to content being studied and the student's individual needs. (4 hours class and 12 hours of laboratory per week). PR: Nursing 101, Home Economics 110 and HPER 104 (Anatomy and Physiology).

202. Medical-Surgical Nursing**eight hours**

This course, a continuation of Nursing 103, emphasizes complex health problems and man's emotional and psychological needs. Selected laboratory experience will include care of hospitalized patients and those in other community agencies. (4 hours class and 12 hours laboratory per week). PR: Nursing 203; Biology 205 or may be taken concurrently).

203. Psychiatric Nursing**six hours**

A study of the concepts of mental health and common problems of mental illness with emphasis on nursing care to meet the needs of clients having a functional disorder. The course stresses interpersonal and group relationships, communication skills in interactions, appropriate response to behavioral symptoms, dynamics of behavior and common deviant behavior patterns, a therapeutic environment, current therapeutic and community mental health resources available to meet the emotional needs of the client and his family. (6 hours class and 12 hours laboratory)—(Off campus summer session). PR: Nursing 103, Psychology 101.

204. Trends in Nursing**two hours**

Concerned with the development of nursing as a profession and the rights and responsibilities of practitioners within the profession.

205. Maternal and Child Health Nursing**eight hours**

A family-centered approach to the care of the mother and child is utilized. Emphasis is on the normal maternity cycle, growth and development, and the community agencies available for care to infants and children. Deviations from health—limited to conditions found only in the general area of maternity and in the pre-adolescent age group and adolescence. PR: Nursing 202.

PHILOSOPHY

(Division of Social Science)

200. Introduction to Philosophy**three hours**

A survey of the principal problems arising out of man's attempts to organize his experience and direct his existence.

250. The Western Philosophical Tradition**three hours**

A survey of the historical development of philosophical thought from ancient Greece to the twentieth century.

300. Introduction to Logic and Philosophical Analysis**three hours**

Problems and techniques of systematic thinking about philosophical ideas. Subject includes: epistemological theory, basic techniques of inductive and deductive reasoning, the nature and use of definitions, the identification of fallacies, and the effective use of factual, hypothetical, and theoretical statements.

- 325. Ethics** **three hours**
 A study and evaluation of classical and contemporary theories of what constitutes right and wrong, good and bad, in human conduct, with emphasis on the implications of these theories for resolving contemporary moral problems.
- 350. Comparative Religion** **three hours**
 Description and analysis of the philosophical systems underlying the major religions of the world.
- 375. Philosophy of History** **three hours**
 (Credit in either philosophy or European history.) A survey of the philosophical systems, both speculative and analytical, that have been advanced to evaluate humanity's historical experience.
- 400. Seminar** **three hours**
 Research and reading for advanced students.
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PHYSICAL EDUCATION

(Division of Health, Physical Education, Recreation and Safety)

- 100. Basic Physical Education** **two hours**
 Analysis and application of the rules, boundaries, strategies, and psychomotor skills characteristic of a variety of sport forms.
- 121. Introductory Seminar in Educational Sport** **two hours**
 Survey of knowledge, skills, values, and trends characteristic of sport and current professional endeavors. No pre-requisites.
- 211. Anatomy and Physiology** **four hours**
 Basic knowledge of the structure and functions of the human body and the changes that occur during physical activity and sport. PR: Biology 101-102.
- 212. Physiology of Exercise** **three hours**
 Knowledge of basic physiological adaptations that accompany physical activity and sport. PR: PH. ED. 211.
- 222. Foundations of Educational Sport** **two hours**
 Historical, physiological, psychological and sociological aspects of sport and physical activity.
- 223. Evaluation of Instruction in Sport** **three hours**
 Operations of the evaluative process as applied to the instruction of sport activities. Includes the formation of objectives, construction, and selection of tests, computation of statistical scores, and appraisal of total program effectiveness. PR: PH. ED. 222.
- 231. Games and Rhythms** **two hours**
 Analysis and application of skills and movement patterns characteristic of sport, lead-up games and the dance. PR: PH. ED. 121 (Physical Education majors only).
- 232. Basic Aquatics** **two hours**
 Knowledge and aquatic skills that will allow the student to become proficient and safe in or on the water. PR: PH. ED. 121.
- 233. Advanced Aquatics—Lifesaving** **two hours**
 Instruction of swimming strokes (basic and advanced), plus proficiency in lifesaving techniques. (Consent) PR: PH. ED. 211.
- 234. Field Sports** **four hours**
 Analysis and application of the rules, boundaries, strategies and psychomotor skills characteristic of the sport forms: archery, field hockey, touch football, speedball, soccer, track and field. PR: PH. ED. 231.
- 235. Court Sports** **four hours**
 Analysis and application of the rules, boundaries, strategies and psychomotor skills characteristic of the sport forms: basketball, badminton, handball, gymnastics, tennis, trampoline, volleyball, wrestling, and others. PR: PH. ED. 231.

- 313. Mechanical Analysis of Sport** **three hours**
Basic knowledge of the laws and principles of mechanics employed in physical activities and sport. PR: PH. ED. 211.
- 318. Sport Social Psychology** **three hours**
Knowledge related to the social and psychological aspects of physical activity and sport. PR: Soc. 110, Psy. 101, PH. ED. 222.
- 324. Educational Sport** **three hours**
The philosophical, developmental and organizational factors essential for the modification of sport as an educational medium to aid learning. PR: PH. ED. 222, PH. ED. 223.
- 325. Educational Sport Laboratory** **two hours**
The application of teaching models and evaluative techniques to a sport environment to aid learning. PR: PH. ED. 324.
- 326. Early Psychomotor Development** **two hours**
This course includes an analysis of the growth, development, and maturation of cognitive, psychomotor and affective sport behaviors in children with special emphasis placed upon the structuring of early childhood experiences.
- 341. Adapted Physical Education** **three hours**
A study of contemporary methods and techniques in adapted and special physical education programs. Includes various characteristics and techniques related to instruction of physically, mentally, and socially handicapped. PR: PH. ED. 211, PH. ED. 212, PH. ED. 313.
- 342. Field Experience in Adapted Physical Education** **two-four hours**
Field experience in working with institutions and organizations which provide services to the handicapped. Variable credit depending upon the nature and duration of the field experience. PR: PH. ED. 341.
- 351. Principles of Sport Coaching** **three hours**
Psychological, philosophical, and technical aspects of coaching various competitive sport activities. Team taught by various members of the coaching staff, including men and women. PR: PH. ED. 211, PH. ED. 212.
- 352. Administration of Interscholastic Sports** **three hours**
Presents interscholastic sports as an integral part of the total education curriculum emphasizing program planning, organization, and administration.
- 353. Field Experience in Sport Coaching** **two-four hours**
Field experience to include the participation of the student (as an intern coach) in either an intercollegiate or interscholastic sport program. Variable credit. PR: PH. ED. 351, PH. ED. 352.
- 354. Sports Officiating** **two hours**
Technical and theoretical aspects of officiating fall and winter sports and late winter and spring sports. PR: Consent of instructor.
- 361. Activities in Outdoor Education** **one-three hours**
Experience in outdoor education including backpacking, canoe-camping, rock climbing and other activities. Each weekend will be spent at a different location to develop a variety of outdoor educational skills. Presented over a period of weekends.
- 362. Field Experience in Outdoor Education** **one-three hours**
Extended outdoor educational experiences including Appalachian Trail, river canoe-camping trips, and others. Offered for variable credit during holiday or summer periods when students have large blocks of time free. Variable credit according to length of experience. PR: PH. ED. 361.
- 371. Principles of Athletic Training** **three hours**
Basic competencies related to controlling and managing sport related injuries including presentations of prevention and treatment of injuries frequent in a variety of sport activities. PR: PH. ED. 211, PH. ED. 212.

- 72. Field Experience in Athletic Training** two-four hours
Experiences in athletic training procedures and techniques with college and secondary school athletic teams. Variable credit dependent on the nature and duration of the intern experience. PR: PH. ED. 371.
- 82. Springboard Diving and Aquatic Games** two hours
Application and interpretation of the principles required to execute basic dives in each of the five positions. Presentation of skills in several aquatic games such as water polo—water basketball, and others.

PHYSICAL SCIENCE

(Division of Science and Mathematics)

Physical Science is offered as a fulfillment of the General Education requirement and as an integral part of various science-oriented teaching fields.

- 00. Scientific Methodology** two hours
One 1-hour lecture and one 2-hour laboratory per week. This course is a laboratory oriented course designed to emphasize the methods and processes which permeate all scientific disciplines. Students will be exposed to experiences in a variety of areas of the physical sciences. This course is required for all Secondary Education Majors seeking to fulfill their General Studies Science requirement by taking six hours of Physical Science.
- 01. Astronomy** two hours
A descriptive survey of the planet earth, the solar system, and the universe. Some of the latest findings and theories about our universe are presented.
- 02. Chemistry** two hours
The study of the basic principles and concepts of chemistry. A study of the everyday applications of chemistry are made throughout the course.
- 03. Geology** two hours
The study of the materials of the earth's crust and the geological processes in and on the earth. A study is also made of the evolutionary processes of the earth.
- 04. Physics** two hours
A general survey course for the non-science major. Emphasis is placed on basic physics principles and their everyday applications rather than on mathematical problem solving.
- 05. History of Physical Science** two hours
The study of the development of the physical sciences through the twentieth century. The major scientific revolutions within the physical sciences and their structure is investigated.
- 01. General Physical Science** three hours
Two hours of lecture and one two-hour laboratory assignment. This course is designed to provide elementary education majors with basic concepts in astronomy and physics. *For Elementary Education majors only.*
- 02. General Physical Science** three hours
Two hours of lecture and one two-hour laboratory assignment. This course is designed to provide the elementary education majors with the basic concepts of chemistry and geology. *For Elementary Education majors only.*
- 12. Science in the Elementary School** two hours
This course is designed as a study of modern practices and techniques in the teaching of science. Students are to be guided in developing instructional units in such areas as the earth and its atmosphere, conservation, living things (plants and animals), energy changes (machines, light, sound, electricity, and magnetism) and outer space. PR: Biol. 101, 102 and 6-8 hours in the physical sciences. This course should be taken the semester prior to the I.P.P.

431. Methods and Materials in Teaching Science**two hours**

The course is designed for students preparing to teach science at the secondary school level. Students will investigate the nature of science and science teaching, develop instructional units, become familiar with science curriculum projects, and study the special instructional procedures related to science teaching. Offered on the second semester of each year.

PHYSICS

(Division of Science and Mathematics)

101. Introduction to Physics**four hours**

A three-hour laboratory period each week supplements the three lecture-recitation periods. Elementary principles of mechanics, sound, and heat are studied in this course.

102. Introduction to Physics**four hours**

A continuation of Physics 101; includes a study of electricity and magnetism, light, and basic atomic and nuclear physics PR: Physics 101.

201. Demonstrations in Physics**two hours**

Effective use of everyday materials to illustrate physical phenomena, experienced with a variety of lecture equipment, and practice in planning and executing demonstrations describe the nature of this course. It is designed to serve teachers in both the elementary and secondary schools. PR: Consent of the instructor is sufficient, but course in one of the physical sciences is highly recommended.

202. Astronomy**three hours**

A study of the physical properties of the solar system, stars, and galaxies, including the concepts of motion, space and time. Occasional night sessions. PR: Recommended Physics 101.

310. Electricity and Electronics**four hours**

A review of elementary direct and alternating current theory and transient responses of electrical components. Basic theory of vacuum tubes, semiconductors, amplifier principles, and logic circuits is introduced. Two hours of laboratory and three hours of lecture each week is required. PR: Physics 101, 102.

320. Mechanics**three hours**

This course deals with vectors and simple vector coordinate systems, kinematics and dynamics of particle and rigid body motion, centroids and moments of inertia, conservation theorems, and scalar fields. This course also includes elementary hydrostatics, hydrodynamics, thermodynamics, and wave motion. PR: Physics 101, 102; Math 116; or consent of instructor.

321. Mechanics**three hours**

A continuation of 320.

340. Special Problems**two hours**

Individual studies by advanced students of problems of special interest in the field of physics. PR: Physics 101, 102, Math 116.

350. Mathematical Methods of Physics**three hours**

This course deals with the applications of vectors, vector algebra, vector analysis, differential calculus, integral calculus, and differential equations to problems in physics and related scientific fields. PR: Physics 101, 102; Math 115; or consent of instructor.

420. Introduction to Modern Physics**three hours**

A study of elementary relativity theory, particle-wave description of matter, electromagnetic radiation, Schrodinger wave equation with applications to atomic and nuclear physics. PR: Physics 101, 102.

421. Introduction to Modern Physics**three hours**

A continuation of Physics 420.

POLITICAL SCIENCE

(Division of Social Science)

- 03. American Government** **three hours**
 A survey of the American political system dealing with the form and function of the American federal system.
- 00. Introduction to Political Science** **three hours**
 A study of the fundamentals of politics and key issues; the concept of the state and its agent, government; types of political authority; the scope of governmental activities; the problem of world order.
- 01. Principles of International Relations** **three hours**
 A study designed to acquaint the student with the theory and practice of international relations.
- 03. Comparative Government** **three hours**
 A survey designed to give a broad general acquaintance with the political institutions and government practices of certain nations.
- 04. Introduction to Public Administration** **three hours**
 An introductory study of the origins, structures, and processes of government administration.
- 05. State and Local Government** **three hours**
 A study of the structure and function of American state and local governments.
- 00. Nonparametric Statistics** **three hours**
 Introduces the student to the fundamental principles of descriptive and inferential statistics with an emphasis on the analysis of nominal and ordinal data. These areas include nonparametric tests of significance, scaling, coding, and a discussion of hypothesis construction. This course should be taken during the Sophomore year. No prerequisites. (Credit in either Political Science or Sociology).
- 01. Comparative Public Administration** **three hours**
 Utilizing the techniques of comparative analysis, this course explores the theory and practice of public administration in various cultures and political systems; attention is centered on the practices of administration in American national, state, and local governmental settings.
- 03. Political Parties** **three hours**
 A study of the origins, growth, and development of the American political party.
 R: 103.
- 04. American Constitutional Government** **three hours**
 A study of the constitutional development of the American Federal System. PR: 03.
- 05. American Political Theory** **three hours**
 A study of the political literature which has given expression to the ideas of individual liberty enjoyed by American citizens.
- 10. Recent Political Theory** **three hours**
 An analysis of the development and theoretical foundations of three major ideologies of the nineteenth and twentieth centuries. Communism, Fascism, and Democracy.
- 21. U.S. Foreign Policy** **three hours**
 A study of U.S. foreign policy formulation and of policies by areas and functions.
 R: 103.
- 00. International Organization** **three hours**
 A study of the structure and functions of international institutions and legal processes involved in the effort to maintain peace and security in the world.

360. Government and Politics of the Far East**three hours**

A study of political systems and developments in the countries of Communist and Nationalist China, South and North Korea, and Japan, with emphasis on Communist China, including such relevant aspects as the historical foundation, the economic problems, and the foreign policy of the state.

393. The Future of Man**three hours**

A team-taught multi-disciplinary study of the future and its possible alternative. Areas of concentration are subject to students' choice.

404. Civil Liberties in the U.S.**three hours**

A study of the nature and substance of civil liberties in the United States. The philosophy underlying the Bill of Rights will be analyzed and the development of each of the great freedoms protected therein, such as free speech, free press, and free religion among others, will be described and discussed. Particular attention will be given to how the Supreme Court has interpreted and applied the guarantees contained within the Bill of Rights in specific instances. PR: Political Science 103.

406. International Problems**three hours**

The foreign policies of the nations and the machinery established and functioning for the peaceful adjustments of international differences.

410. Problems in American Government**three hours**

A study of current problems affecting the structure and function of American national government. PR: Consent of instructor.

411, 412, 413. Area Studies**three hours**

Studies of selected areas or regions of the world conducted on an interdisciplinary basis. The area selected and the time span studied will be determined by the instructor. PR: Consent of instructor if offered as an arranged class; no prerequisite required if class meets regularly.

450. Practicum**three-twelve hours**

A work internship in government or political agencies designed to give students pertinent experience in a particular field of political science.

470. Seminar in Political Science**three hours**

A survey of recent developments in the practice and theory of politics with an emphasis on independent study. PR: Consent of instructor.

PSYCHOLOGY

(Division of Social Science)

General Program**101. Introduction to Psychology I****three hours**

Topics include: Psychology as a science, statistics, learning, motivation, emotion, personality, and developmental psychology.

102. Introduction to Psychology II**three hours**

Topics include: physiology, sensation, perception, social, behavior pathology, cognitive processes, industrial, community, testing, and Psychology as a profession. PR: Psychology 101.

210. Personal Adjustment**three hours**

A basic course in the analysis of human behavior. Special emphasis is given to the mechanisms of adjustment and the development of healthy individual adjustment modes. PR: Psychology 101.

220. History of Psychology**three hours**

Traces the development of the science of Psychology from its origins in philosophy, physiology, and medicine, to the modern era. PR: Psychology 101.

230. Social Psychology (Same as Sociology 305)**three hours**

A study of how man affects and is affected by other men. Topics include: Social psychological foundations of person perception, affiliation, influence, group structure and dynamics, attitude formation and change. PR: Psychology 101.

- 240. Statistics** **four hours**
 Elementary statistical description and analysis as employed particularly in the behavioral sciences. Three hours lecture, one hour laboratory per week. PR: Psychology 101.
- 250. Community Psychology** **three hours**
 Lectures, discussion, readings, and field-observation designed to acquaint the student with the philosophy, technique, and theory of community mental health. PR: Psychology 101.
- 260. Industrial and Personnel Psychology** **three hours**
 Psychological concepts and methods as applied to personnel management, human-factors engineering, employee selection, motivation, training, productivity, consumer psychology, and human relations. PR: Psychology 101.
- 300. Abnormal** **three hours**
 A survey of the antecedents, diagnosis, treatment, and prevention, of various maladjustments and personality disturbances. PR: Psychology 101, 210, 240.
- 310. Experimental** **three hours**
 An introduction to the procedures of experimental research, design, and evaluation, using principally laboratory techniques. Two hours lecture, two hours laboratory weekly. PR: Psychology 101, 102, 240.
- 320. Sensation and Perception** **three hours**
 An examination of the classical concepts in sensation and perception and of the resulting psycho-physical data for each of the major senses with an emphasis on vision and audition. Psychology and modern perceptual formulations are discussed through the analysis of empirical data. PR: Psychology 101, 102, 310.
- 330. Developmental** **three hours**
 A longitudinal study of behavior change and development through the life-span of the human. Phases include prenatal to old age. Cross culture comparisons are made where possible. This course may not be substituted for or by Education 302 or 303 and Home Economics 330. PR: Psychology 101, 102.
- 340. Operant Techniques and Applications** **three hours**
 A detailed study of operant techniques and methodologies from the experimental laboratory to the community at large. Emphasis is placed on the development of skills in the observation, manipulation, and evaluation, of various behavior control techniques in the light of ethical concerns. PR: Psychology 101, 102, 310, or Consent of Instructor.
- 350. Physiological** **three hours**
 Basic development, structure, and function of the central nervous system, autonomic nervous system, and endocrine system. The emphasis is upon the relation between physiological functioning and the behavior of the normal, intact, whole organism. PR: Psychology 101, 102 or Consent of Instructor.
- 360. Human Learning** **three hours**
 The study of the influences on and the processes of thinking, memory, perception, cognition, and verbal behavior, are emphasized. PR: Psychology 101, 102, 310, or Consent of Instructor.
- 370. Theories of Learning** **three hours**
 A study of the experimental procedures, data, and concepts, dealing with changes in behavior usually defined as learning. The emphasis is on a detailed analysis of various theories of learning and contemporary approaches. PR: Psychology 101, 102, 310.
- 390. Foundations of Psychology** **three hours**
 A detailed study of the methodological and philosophical issues involved in the analysis of behavior. Such topics as operationalism, formalism, reductionism, logical analysis and the nature of data in the behavioral sciences are introduced and related to research in the various areas of psychological interest. The objectives are to provide insight into the nature of scientific research, to foster the ability to construct empirical hypotheses, to develop facility in designing experimental tests of hypotheses, to promote effective reading and evaluation of psychological journals, and to encourage writing and speaking about theory and experimentation. PR: Psychology 101, 102, 310.

393. The Future of Man**three hours**

A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice.

400. Psychological Assessment**three hours**

General theory of measurement as involved in various areas of psychology such as psychological tests, attitude scales, psychophysics, and quantified behavior theory. PR: Psychology 240 or Consent of Instructor.

410. Theories of Personality**three hours**

Critical consideration of the major theories of personality, including Freudian, neo-Freudian, learning and trait theories. The basis of personality theory development will also be emphasized. PR: Psychology 101, 102, 300.

420. Comparative-Ethological Psychology**three hours**

A study and comparison of the methods and major theories in ethology and psychology as related to the behavior of species at different phylogentic levels. Through lectures, laboratory, and field observations, topics covered are behavior as related to species, speciation and evolution; imprinting, learning, the place of animal experimentation in psychology, and aspects related to population and ecology. PR: Psychology 101, 102, 310, or Consent of Instructor.

460. Seminar**three hours**

The discussion of specific research topics as reported in the contemporary psychological literature and decided upon by the faculty instructor. Rotated among faculty each semester. Results from individual research projects are an object of this course. PR: Consent of Instructor. May be repeated once.

480. Directed Studies**variable credit
one, two, three hours**

Intensive study and reading of a topic selected by the student and instructor. Requirements and hours credit decided before registration through instructor-student consultation. PR: Consent of Instructor. (Six hour limit.)

490. Directed Research**variable credit
one, two, three hours**

Opportunity for work on individual library or experimental projects. Requirements, including a thesis, and hours credit decided before registration through instructor-student consultation. PR: Consent of Instructor. (Six hour limit.)

Industrial—Personnel Program**481. Industrial Psychology, Methods I****three hours**

Skills and understanding are developed in the areas of job analysis, performance appraisal, training, motivation, attitudes, job satisfaction, productivity, and consumer psychology. Some field work required. PR: 101, 102, 230, 240, 260, 310, 360, or Consent of Instructor.

483. Industrial Psychology Methods II**three hours**

Skills and understanding are developed in the areas of: leadership, supervision, communication, organizational behavior, accidents and safety, fatigue, monotony, working conditions, and engineering psychology. Some field work required. PR: 481 or Consent of Instructor.

485. Advanced Psychometrics**three hours**

Topics concerned with personnel selection and placement, as well as a more advanced treatment of reliability and validity. Skills in these areas are developed. PR: 400 and Consent of Instructor.

487. Practicum I**three hours****489. Practicum II****three hours**

These Practica afford an application of knowledge and techniques developed within the Industrial-Personnel Program. Students work under supervision in participating businesses, industries, and institutions. The remaining time is spent in lectures, discussion, and reading to enhance the student's training. PR: Courses in Industrial-Personnel Program and Consent of Instructor.

Community Service Program

- 191. Psychopathology of Childhood and Adolescence** **three hours**
Problems of etiology, diagnosis and treatment of maladjustment in childhood and adolescence. Problems like drug addiction, juvenile delinquency are analyzed and discussed. PR: Psychology 300, 330, or Consent of Instructor.
- 193. The Psychology of Aging** **three hours**
A study of problems facing the aging. The psychological, social, and physiological aspects of aging and methods of treatment are analyzed and discussed. PR: Psychology 300, 330, or Consent of Instructor.
- 194. Interpersonal Dynamics** **three hours**
The main objective of the course is to develop techniques and basic skills required for effective operation in a psychological setting, which include: interviewing, role-playing, and facilitating dyadic and small "dynamics centered" group interaction. Further, these techniques as diagnostic and therapeutic methods are experienced and discussed in terms of various psychological theories of communication. PR: Speech 101, courses in Community Service or Industrial-Personnel, and consent of Instructor.
- 195. The Psychology of Delinquency** **three hours**
Factors in the etiology of the delinquent in the modern society with special emphasis on the urban scene. Personality and emotional problems associated with delinquency, and problems of treatment. Students will visit persons and institutions for juvenile delinquents. PR: 300, 330, or Consent of Instructor.
- 197. Clinical Practicum I** **three hours**
- 198. Clinical Practicum II** **three hours**
An application of knowledge and techniques developed within the psychology program. Students work under supervision in assigned agencies or institutions. Other practicum assignments are made as available. The remainder of time is spent in lectures, discussion, and reading to enhance the student's training. PR: Courses in Community Service Program and Consent of Instructor.

RADIOLOGIC TECHNOLOGY (Community College)

- 50. Introduction to Radiologic Technology** **one hour**
Lectures and demonstrations covering the history and development of radiology. This course will provide the student with an orientation into the field and give an elementary look at radiation protection.
- 51. Darkroom Chemistry and Technique** **two hours**
This gives training and knowledge necessary to operate a radiographic darkroom.
- 52. Nursing Procedures Pertinent to Radiology** **one hour**
This course provides the knowledge of those nursing procedures and skills expected of a radiologic technologist.
- 53. Radiobiology I** **three hours**
Lectures will cover Anatomy and Physiology from the point of view of the radiologic technologist.
- 54. Radiologic Physics** **four hours**
Physics of electricity, radiation, production of x-rays and theory of ionizing radiation.
- 55. Radiographic Positioning** **four hours**
This course provides instruction in the radiographic positioning of the structures and organs of the body.
- 56. Principles of Radiographic Exposure** **four hours**
This course gives the student a thorough understanding and knowledge of x-ray technique and to correlate this knowledge with practical application in the radiographic exposure room.

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- 157. Medical Terminology** **two hours**
The student is provided the basic vocabulary necessary to function as a Radiologic Technologist.
- 158. Common Procedures Using Contrast** **two hours**
This course will acquaint the student with the common procedures in radiologic technology involving the use of contrast media, the equipment and media used, and the reactions and contra-indications to these media.
- 159. Pediatric Radiography** **two hours**
This course deals with the problems found in radiography of children.
- 160. Protection to Patients and Personnel** **two hours**
Training is given on how to protect both those who are employed in a department of radiology as well as their patients.
- 161. Special Radiographic Procedures** **four hours**
This course will acquaint the student with the specialized and highly technical procedures in radiography.
- 162. Radiobiology II** **three hours**
Continuation of RAT 153.
- 163. Radiation Therapy** **two hours**
This course gives training in x-ray therapy, Cobalt 60, Radium and other forms of radiation treatment.
- 164. Medical Uses of Radioisotopes** **one hour**
This course serves as an introduction to the medical uses of radioisotopes.
- 165. Survey of Medical and Surgical Diseases** **one hour**
This course will acquaint the student with certain changes that occur in disease and injury and their application to Radiologic Technology.
- 166. Departmental Administration and Office Procedures** **one hour**
The objective of this course is to acquaint the student with the organization, function, supervision and financial arrangements relative to a department of Radiology.
- 167. Principles of Teaching** **one hour**
This course will acquaint the student with the principles and techniques of good teaching to enable him to assume educational responsibilities in this field.
- 168. Equipment Maintenance** **one hour**
This course will familiarize the student with the component circuits of an x-ray unit, to permit detection and correction of simple difficulties and how to follow preventive maintenance program.
- 169. Registry Review** **four hours**
The purpose of this course is to review all the subjects covered in the training given by the hospital based instructors to prepare the student for the registry examination.
- 170. Practicum I** **three hours**
An application of the knowledge and technique developed within the radiologic program. Students work under supervision to assist the radiologist and to give the best possible care to patients.
- 171. Practicum II** **three hours**
- 172. Practicum III** **four hours**
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RECREATION

(Division of Health, Physical Education, Recreation, and Safety)

- 141. Introduction to Recreation** **three hours**
Introduces the historical and philosophical foundations of leisure and recreation. Opportunity to develop concepts concerning recreation, the socio-economic movements which have affected the growth and development of recreation, the economic services, and the types of areas and facilities used in recreation.

- 42. Social Recreation** **three hours**
 Designed to present material and information necessary to adequately conduct social recreation in clubs, churches, camps, playgrounds, and recreation centers. Emphasis on acquainting students with planning, programming, and conducting social recreational activities.
- 43. Outdoor Recreation** **three hours**
 An overview of the scope and extent of outdoor recreation. The history and development of outdoor recreation, conservation, and organized camping. An opportunity to learn camp craft skills and techniques through field trips and outings. Leadership opportunities provided during camping experiences.
- 44. Group Leadership** **three hours**
 Presentation of information concerning human dynamics, leadership abilities, and the identification of types of groups. Deals with the students' obtaining a practical knowledge of group situations and the principles necessary for effective leadership. Opportunities for observation of recreation leaders provided. PR: REC 141 or Equivalent.
- 45. Program Planning and Organization** **three hours**
 Underlying principles for effective recreation planning are presented. An overview of the variety of program areas associated with recreation. Attention given to the recreational interests of the participants. Methods of planning, organization, and means of providing leadership in program participation, and presenting information concerning facilities and equipment. PR: REC 141 or Equivalent.
- 46. Folk and Square Dance** **two hours**
 Survey of the history and development of folk and square dancing. Development of necessary skills for participation and teaching a wide variety of folk and square dances. Investigation of appropriate dance activities within various recreational settings.
- 53. Seminar in Outdoor Recreation** **two hours**
 An advance experience in the organization and presentation of various outdoor programs. Participation includes a number of weekend and extended outdoor experiences plus field studies in area outdoor facilities. Offered during the summer term only. PR: REC 143.
- 54. Recreation Field Work I** **two hours**
 Designed to acquaint the student with the nature and diversity of recreation programs and services available. The student will be assigned to recreational settings distinctly different in philosophy, organizational structure, and clientele served. PR: REC 141, CO-PR: 144-145.
- 55. Recreational Field Work II** **two hours**
 A continuation of REC 154. The sequence of field work courses are developmental so that they progress from dependency positions to an interdependent position. PR: REC 154.

SAFETY EDUCATION

(Division of Health, Physical Education, Recreation and Safety)

- 01. First Aid** **two hours**
 Instruction related to preparedness for emergencies and disasters prevalent in our society, including first aid treatment of injuries and other emergency conditions.
- 02. Accident Analysis and Emergency Care** **two hours**
 A study of the accident problem as it relates to the elementary school environment and teacher responsibilities with emphasis on accident causation and prevention; and emergency treatment and control. (Required Elementary Education)
- 03. General Safety Education** **three hours**
 Designed to acquaint the student with the purpose and need of safety education as an integral component of the overall education program. Areas emphasized are the teaching and planning of a school safety program and the legal aspects involved.

404. Teaching Driver and Highway Safety**three hours**

Designed for individuals who plan to teach driver and highway safety on the secondary level. Emphasis is on the cognitive competencies necessary for instructing in the classroom phase of driver and highway safety, which include modern theories of learning, evaluation of students in the cognitive, affective and psychomotor areas, learning, scheduling procedures for the utilization of in-car and multi-car driving, problems of aging drivers, and current research. PR: completed junior year or a licensed operator of motor vehicle—prefer completion of SAF 203)

405. Performance Practicum (Non-Drivers—Classroom Phase)**three hours**

Provides laboratory experience in teaching the classroom phase of driver and highway safety to non-drivers. Emphasizes cognitive competencies necessary for task performance efficiency in the traffic system. PR: Co-requisite with SAF 404

406. In-Car Instruction and Traffic Analysis (Non-Drivers)**three hours**

Laboratory experience in teaching the in-car phase of Driver and Highway Safety to non-drivers. Emphasizes teaching the psychomotor skills necessary to operate a motor vehicle, cognitive competencies necessary for successfully maneuvering a motor vehicle in the traffic system, and on teaching the affective area of learning for the development of personal values necessary for highway safety. PR: SAF 404 and SAF 405

SOCIAL SCIENCE

(Division of Social Science)

150. Introduction to Appalachian Studies**three hours**

An interdisciplinary study of Appalachian culture, focusing on the values, attitudes and problems of the region, as reflected in its history, geography and its political, economic and social institutions. (This course may be taken for general elective credit toward all degrees, but does not satisfy the General Studies requirement for any degree.)

431. Methods and Materials of Teaching Social Studies**two hours**

Theory and practice in secondary school social studies. Students participate in laboratory exercises using various techniques of teaching social studies teaching and various disciplines. Each student is also required to plan and teach at least one micro-unit. (Included as part of the Initial Performance Practicum)

499. Interdisciplinary Seminar**three hours**

Identification and synthesis of major concepts in the fields of geography, history, political science, psychology, sociology and economics. No prerequisites for History Majors. PR for teaching degree candidates: History 107, 108, 111, 112, 302, 319, 320; Geography 210; Political Science 103; Sociology 110, 301; Economics 200; and/or consent of the instructor.

SOCIAL WORK

(Division of Social Science)

210. Introduction to Social Work**three hours**

A study of the history and development of social work and social welfare policy and services.

211. Interpersonal Skills Seminar**two hours**

A course for social work majors only. This lab is designed to familiarize the student with the ethics and values of the profession and to develop the self awareness necessary to function as a social worker. (This course must be taken with SW 210).

300. Social Welfare Policies and Services I**three hours**

An introduction to social policy development and social welfare as an institution. PR: SW 210.

302. Practice Interventions I**three hours**

Theory and practice with small client systems. PR: SW 210.

04. Practice Interventions II	three hours
Theory and practice in working with group client systems. PR: SW 302.	
00. Social Welfare Policies and Services II	three hours
Analysis and application of current national and local priorities as they relate to the general welfare and Appalachia. PR: SW 300.	
02. Practice Interventions III	three hours
Theory and practice with larger client systems. Planning and organizing knowledge, method and skill will be emphasized. PR: SW 304.	
04. Practice Interventions IV	three hours
Advanced practice method and skill in supervision, consultation, service delivery program design, administration and evaluation. PR: SW 402.	
12. Senior Seminar	two hours
A seminar designed to integrate and review areas of content in the social work major. PR: SW 400 and 402. (This course should be taken during the last semester of study.)	
85. Practicum	one-nine hours
An examination of the social welfare agency through an educationally directed, supervised field experience. PR: Consent of instructor.	
88. Practicum	one-twelve hours
An examination of the social welfare agency through an educationally directed, supervised field experience. PR: Consent of instructor.	
97. Seminar: Special Topics in Social Work Practice.	three hours
98. Seminar: Special Topics in Social Work Practice.	three hours
99. Seminar: Special Topics in Social Work Practice.	three hours

SOCIOLOGY

(Division of Social Science)

10. Introductory Sociology	three hours
The course is built around selected sociological concepts to provide a general understanding of our modern society.	
00. Social Problems	three hours
A study of social stresses and strains in important areas of human relationships. PR: Soc. 110.	
10. Nonparametric Statistics	three hours
Introduces the student to the fundamental principles of descriptive and inferential statistics with an emphasis on the analysis of nominal and ordinal data. These areas include non-parametric tests of significance, scaling, coding, and a discussion of hypothesis construction. This course should be taken during the Sophomore year. No prerequisites. (Credit in either Political Science or Sociology).	
11. Anthropology	three hours
A study of human biological and social origins, including human pre-history, race, the origin and nature of culture, social organization among preliterate peoples, cultural diffusion, and culture change. PR: Soc. 110.	
15. Social Psychology	three hours
A study of social structure and social interaction. Techniques of leadership and control will receive special study. PR: Soc. 110. Psychology 101 or Education 302 and 303 recommended. Same course as Psychology 230.	
20. Sociology of the Family	three hours
A study of the background, structure and function of the American family with emphasis placed on the effect of social change upon the family. The meaning of the married relationship is examined along with alternatives to marriage and the family. PR: Soc. 110.	

325. Social Stratification**three hours**

The course includes an analysis of social structure and stratification in terms of class, status, and power relations in society; an examination of theories and research findings.

330. Urban Sociology**three hours**

A study of the characteristics of urban society including its culture, social relationships and institutions. Urban society is studied in comparison with rural society as part of the American Society. PR: Soc. 110, 200.

340. Juvenile Delinquency**three hours**

A study of what society defines as delinquent behavior and of the young people designated as delinquents. Emphasis will be placed on the causes of delinquency and on the various techniques and methods of prevention, treatment, and rehabilitation. PR: Soc. 110, 200.

380. Afro-American History & Culture**three hours**

A multi-disciplinary approach to the Negro in American life beginning with African civilization and covering the period up to and including the American Civil War. (Credit in History or Sociology)

381. The Black Man in America**three hours**

An in-depth study of the history and culture of the Black Man in the United States from 1865 to present. (Credit in history or sociology)

410. Industrial Sociology**three hours**

A study of the organization, structure, function and social relationship found in the various areas of industrial activity in American society. The area of industrial relationships will receive special emphasis. PR: Soc. 110.

430. Community Organization**three hours**

A study of the structure and function of the various social groupings found in the community. The course is oriented toward the development of community leadership. PR: Soc. 110, 200.

450. Minority Groups**three hours**

A study of racial and cultural minority groups in the United States with special emphasis upon understanding the cause of their persistence and the reason for majority-minority antagonisms. A study of the techniques whereby prejudices are developed and reduced will be made. PR: Soc. 110, 200.

460. Methods of Social Research**three hours**

This course is an introduction to the planning and implementation of social research projects. The course will consider the topics of variables & hypotheses, flowcharts, tables, questionnaires, coding instructions & data sheets, machine processing and survey analysis of the data. PR: 110 and 200.

461. Advanced Methodology**three hours**

This course will critically interrelate and compare the various stages of social research such as conceptualization of hypothesis, measurement, experimental design, sampling, data collection, data analysis, and data interpretation. Within this format, various special topics will be developed depending upon the available resources. PR: Soc. 460 or consent of the instructor.

470. Sociological Theory**three hours**

A study of the historical development of modern sociological thought. PR: Consent of Instructor.

471. Advanced Sociological Theory: A Critical Review**three hours**

An intensive study and critical examination of certain selected sociological theories and the ways in which they differ and are similar. PR: Sociology 470 or consent.

485, 486, and 487. Practicum**one to nine hours**

An examination of the social welfare agency in its daily operation complete with practical observation and experience. PR: 480 and consent of the instructor. This course may not be used for the social studies teaching field.

- 8 and 489. Practicum** **one to twelve hours**
 An examination of the social welfare agency in its daily operation complete with practical observation and experience. PR: 480 and consent of the instructor. This course may not be used for the social studies teaching field.
- 0. Seminar: Sociological Literature** **three hours**
 A course designed to use original sources and publications not primarily used as texts. PR: Soc. 470 or consent of instructor.
- 1. Seminar: Sociological Literature** **one to three hours**
 A course designed to use original sources and publications not primarily used as texts. PR: 490 or consent.
- 2. Seminar: Sociological Literature** **one to three hours**
 A course designed to use original sources and publications not primarily used as texts. PR: 490 or consent.
- 7. Seminar: Special Problems in Sociology** **one to three hours**
 Open only for juniors and seniors majoring in Sociology. Reading and research on subjects suited to the student's needs. PR: 470 or consent.
- 8. Seminar: Special Problems in Sociology** **one to three hours**
 Open only for juniors and seniors majoring in Sociology. Reading and research on subjects suited to the student's needs. PR: 470 or consent.
- 9. Seminar: Special Problems in Sociology** **three hours**
 Open only for juniors and seniors majoring in Sociology. Reading and research on subjects suited to the student's need. PR: Soc. 470 or consent of instructor.
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SPANISH

(Division of Language and Literature)

- 1. Elementary Spanish** **three hours**
 Grammar, pronunciation, composition, translation.
- 2. Elementary Spanish** **three hours**
 PR: Spanish 101 or one year of high school Spanish.
- 1. Second Year Spanish** **three hours**
 Rapid reading, grammar and conversation. PR: Spanish 101 and 102 or two years of high school Spanish.
- 2. Second Year Spanish** **three hours**
 PR: Spanish 201.
- 0. Special Topics in Spanish** **three hours**
 Independent study under the supervision of an instructor. The content of the course is agreed upon by both the student and the instructor on the basis of the student's interests, goals, and needs. It can be substituted for any 200-level course. PR: consent of instructor.
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SPEECH

(Division of Fine Arts)

- 1. Fundamentals of Speech** **three hours**
 An introduction to the elements involved in human communication, involving theory and practice as they relate to intrapersonal, interpersonal, group, and one to group communication.
- 5. Voice and Diction** **three hours**
 Theory and practice of speech science to provide basic information prerequisite to further speech and drama study and to improve the skills of the speaking voice. Open to speech and drama students and music students only. Alternate semesters.

107. Speech Improvement**two hours**

Designed for students who wish to improve the effectiveness of their speech (voice and diction). Training in pronunciation, enunciation, and voice production in order to develop standard speech. Therapy for major speech disorders is not administered. May not be substituted for Speech 105 requirement. Alternate semesters.

130. Introduction to Broadcasting**two hours**

Survey of the industry and its role in today's society. Historical development and current responsibilities of broadcasting. Organization of stations and their relation to networks. Federal regulations and industry codes. Technical aspects of radio and television. Brief consideration of programming and production techniques. Field trips to area commercial and educational stations. (Formerly Speech 330; Fundamentals of Radio and Television.) Alternate semesters.

134. Radio/Television Production**three hours**

Study of basic production techniques currently employed in open and closed-circuit broadcasting. Study of the theory and practice of the skill aspects of several distinct areas of production. PR: Speech 130 and/or consent of instructor.

200. Radio/Television Announcing**three hours**

Study and practice of major aspects of various announcing styles, along with routine procedures in logging programs, EBS regulations, air-checks, etc. Requires two hours per week outside class practice time. PR: Speech 134 and/or consent.

210. Speech for the Teacher**three hours**

An introduction to principles and practices of effective oral communication for the classroom teacher with all study and practice directed toward the special speaking and listening needs of elementary and secondary classroom teachers and their students. PR: English 104, 108. Required of all A.B. in Education students.

237. Persuasive Speaking**two hours**

Designed to give advanced speech students training in the preparation, presentation, and critical analysis of persuasive speeches. PR: Speech 101 or 210 or consent.

240. Group Discussion**three hours**

A study of communication in a small group context with emphasis upon the processes of decision-making in the task oriented group. Group cohesiveness, roles, group acculturation, leadership emergence, and the small group in organizations are among the topics studied.

243. Argumentation and Debate**three hours**

A study of the principles of argumentation, logic and reasoning, evidence, and decision-making. A practical application of these principles is emphasized through the study of current controversies and oral class debates.

244. Intercollegiate Debate I-IV**one-four hours**

Training for and participation in intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. Credit is also given for researching the intercollegiate debate proposition for the current academic year. Maximum credit in any one semester is one hour. Open to freshmen and sophomores. Juniors and seniors see Speech 444. PR: Speech 243 or consent.

245. Oratory**one hour**

Study of origin, historical influences, and changing aims of oratory. Practice development of memorized speeches for competition. Alternate semesters. PR: Speech 237 or consent.

250. Broadcast Continuity Writing**three hours**

Formats of all types of radio and television writing except dramatic scripts. Continuity for talks, interviews, discussion, music, variety, documentary programs, and commercials. Students may participate in studio productions or writing projects. Alternate semesters. PR: Speech 130.

299. Field Study/Seminar**six hours**

Open to students enrolled in two-year Radio/TV Communication degree. Designed to allow on-the-job work experience in cooperating radio and/or television communication facility. Offered Summer Sessions only. PR: Completion of the first two semesters of Radio/TV Associate Degree Program.

- 00. Broadcast Practicum** **one-six hours**
Designed to provide laboratory experience in b/w and color television production, and monaural and multi-track audio production. Students participate in productions on and off campus dissemination. A total of six credits may be earned at the rate of one or two hours per semester. (Does not apply to two-year students) PR: Speech 244 and consent of instructor.
- 03. Advanced Radio/Television Production** **three hours**
Continuation of Speech 134. Includes work in audio and video techniques employing ½ inch and 1 inch b/w and color video formats along with multi-track audio formats. Participation in productions for on and off campus dissemination. Requires minimum of one hour per week outside class practice/preparation time. PR: Grade of "C" or higher in Speech 134 and consent of instructor.
- 01. Extemporaneous Speaking** **one hour**
Study of origin, aim and development of extemporaneous speeches. Preparation for competition. Alternate semesters. PR: Speech 237 or consent.
- 02. Public Speaking Practicum I-VIII** **one-eight hours**
Preparation for and participation in public performances and intercollegiate competitions and festivals in public speaking, i.e., after-dinner, extemporaneous, oratory, etc. Maximum credit in any semester is one hour. PR: Speech 237 and/or consent.
- 30. Speech Correction** **three hours**
An introduction to the field of speech therapy and audiology. Emphasis placed on identification of all speech defects, their diagnosis, and preventive and remedial techniques.
- 31. Methods and Materials in Teaching Speech and Drama** **two hours**
Philosophy, methods, and materials of teaching speech and drama and of directing the speech and drama co-curricular and extra-curricular activities in the secondary schools. Fulfills Professional Block requirement for those with a single teaching field in speech and drama. Alternate semesters.
- 40. Direct Study in Speech** **one-four hours**
The student elects directed study in any area of speech-communication which is not treated in the speech course offerings. Course is designed by the student and selected faculty with approval of department chairman. Maximum credit earned in any one semester is one credit hour. PR: Consent of instructor and department chairman.
- 44. Intercollegiate Debate I-IV** **one-four hours**
Training for and participation in intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. Credit is also given for researching the intercollegiate debate proposition for the current academic year. Maximum credit in any one semester is one hour. Open to juniors and seniors. Freshmen and sophomores see Speech 244. PR: Speech 243 or consent.

TECHNOLOGY

(Division of Technology)

- 03. Basic Electricity** **three hours**
D.C. circuits, the electron theory, resistance, power, magnetism, conductors, and insulators. A.C. circuits, including inductance, capacitance, reactance, impedance and phase relationship. 2 hours lecture—4 hours laboratory.
- 02. Basic Electronics** **four hours**
Transistor and vacuum tube technology, their theory of operation and application in electronic circuits. PR: 103 and a Math course. 2 hours lecture—4 hours laboratory.
- 01. Drafting** **three hours**
Drawing as the language of industry, a college level course for beginners, including lettering, sketching, orthographic projections, and sectional views with sheet metal design, and an introduction to machine drafting. 6 hours lecture—laboratory.

135. Printing Processes**three hours**

An introduction to the Graphic Arts. This course deals with the basic methods of placing visual elements on receiver materials. An investigation is made of: relief, intaglio, planographic, porous, and electrostatic printing methods; continuous tone photography; and basic bindery operations. Experience is gained in each of these areas and in the various phases of production of these methods.

138. Composition & Photo Mechanical Preparation**three hours**

An elementary course in the make-up of copy. Emphasis is placed on composition and typography. There will be time given to image assembly and mechanicals, along with some basic camera work and elementary stripping.

148. Engine Theory**four hours**

A survey of engine design and characteristics. The operation and principle of internal combustion engines; and nomenclature, location, and function of stationary and moving parts. 2 hours lecture—4 hours laboratory.

149. Power Transfer Theory**four hours**

A study of the transfer of power to its terminal use through transmissions, torque converters, propellers, shafts, universals, differentials, and other driving mechanisms as well as direct transfer by air or other fluids. 2 hours lecture—4 hours laboratory.

150. Carburetion and Ignition Theory**four hours**

Methods and principles involved in the flow, metering, atomization, and delivery of fuel. Theory and practice of generation and distribution of electricity through the electrical system. 2 hours lecture—4 hours laboratory.

151. Hydraulic and Suspension Systems**four hours**

The theory and practice of suspension and hydraulic systems used in modern vehicles. 2 hours lecture—4 hours laboratory.

153. Electrical Systems and Air Conditioning**four hours**

A study involving the theory, operation and maintenance of the automotive battery starter, alternator, regulator and air-conditioning system.

154. Power Transfer Systems**three hours**

A beginning course to introduce various types of power including both sources and generation with methods of transportation. Systems covered—mechanical, fluid, electrical, water, nuclear, and solar.

168. Welding**four hours**

The reading of symbols and the production of ferrous weldments, in and out of position, using both gas and electric processes. 6 hours lecture—laboratory.

169. Metals Processing**three hours**

Processes and treatment of ferrous and non-ferrous metals at cold and elevated temperatures, including layout, cutting, forming, fastening, casting, and welding. 2 hours lecture—4 hours laboratory.

170. Statics**three hours**

A study of force systems in static equilibrium. Includes concurrent, non-concurrent coplanar and non-coplanar systems.

171. Machine Shop**four hours**

Fundamentals of hand and machine tools, involving the lathe, drillpress, grinder, mill, saw and other metal working machines with problem solving in layout and machine design. 6 hours lecture—laboratory.

182. Materials and Processes of Industry**three hours**

Emphasis is placed upon the scientific concepts underlying the basic, procurement process, fabrication and finishing industries while studying the physical and chemical properties of the organic and inorganic materials utilized in today's industrial complex.

190. Industrial Orientation**one hour**

An orientation course for the freshman student providing a general view of engineering technology and the place of the technician on the engineering team. Technical report writing.

- 93. Personnel Problems and Labor Relations** **three hours**
A seminar dealing with the problems of labor and management. Wage and hour laws and industrial regulations.
- 94. Personnel Administration** **three hours**
A study of personnel management, industrial supervision and labor-union relations. Also included are job evaluation, wage systems, and merit rating.
- 95. Mining and Safety Engineering** **two hours**
A basic survey course relating to exploration, evaluation, development, extraction, cycling, methods and mineral economics as related to mining; mine safety engineering with emphasis upon recently enacted legislation pertinent to mine safety.
- 96. Communications** **four hours**
A multiple activities laboratory designed to operationalize concepts inherent in communication as related to drafting, graphic arts, electricity and electronics. Students will demonstrate, identify, discuss, design, and solve problems reflecting the activities being studied.
- 97. Production** **four hours**
A multiple activities laboratory designed to operationalize concepts of production as related to extraction, processing, and fabrication of metals, woods, fibers, ceramics and synthetic products. Students will identify, develop and apply materials and processes reflecting the activities being studied.
- 98. Transportation** **four hours**
A multiple activities laboratory designed to operationalize concepts in transportation as related to the outer space, land, water and air. Students will identify, define, discuss and develop activities reflecting the concepts being studied.
- 99. Electrical Measurements** **four hours**
Alternating and direct current circuits, electronic tubes and semi-conductors; assembly and tracing of electrical and electronic circuits. PR: 103. 6 hours lecture—laboratory.
- 100. Electrical Machinery** **four hours**
Principles of the construction, operation, and use of direct and alternating current machines. PR: 103. 6 hours lecture—laboratory.
- 101. Introduction to Computer Electronics** **four hours**
Study and experimentation in logic functions, basic gates, and functional circuits used in computers. PR: 103, 112.
- 102. Graphic Illustration** **two hours**
Industrial illustrating. This course involves a study of machine design, metals, and alloys. Small machine assemblies will be drawn by the exploded view method showing all parts in relation to other parts. This type of drawing is used extensively by industry for assemblies purposes. PR: 121.
- 103. Architectural Drafting I** **four hours**
Architectural nomenclature and terminology, structural members and materials used in construction of residential units. Symbols, conventions and sectional views are studied and drawn in compliance with the Federal Housing Authority Code. 6 hours lecture—laboratory.
- 104. Jigs, Fixtures, & Machine Design** **four hours**
Characteristics of metal and machine parts emphasizing threads, cams, gears, and perspective formulas. Principle of location, support and holding parts in jigs and fixtures. 6 hours lecture—laboratory.
- 105. Image Transfer Mechanisms** **three hours**
A study of image carriers such as relief plates, lithoplates—both surface and deep etch, gravure plates, and photo silkscreen. Transfer mechanisms are studied in depth. These include the rotary, cylinder and platen type. Certain speciality operations, such as die cutting, perforation, slitting and folding are also covered. PR: 135.

- 232. Continuous Tone Photography** **two hours**
A beginning course in the utilization of the hand-held camera. The emphasis is placed on the taking of pictures and the processing of black and white film. Topics covered include film and print processing, camera basics, camera formats, lens types, portrait photography, photo journalism, and photographic ethics.
- 235. Estimating** **three hours**
The means of pricing and purchasing printed work. Time is spent in investigating the financial structure of the printing concern. The mark-up percentage, budgeted hourly method, and Franklin Catalog are studied.
- 237. Layout and Design** **three hours**
The function of the art studio and the art director. Time is given to the psychological implications of the printed word and color. The student experiences the various stages of make-up from ideas to camera-ready copy. Time is given to design and production of original work. PR: 138, 231, 232.
- 238. Graphic Arts Photography** **three hours**
A study of the factors that affect film. Experience is gained in the means of production of half-tones and special effects such as posterization, duping, choking, and duotones. Time is spent with both press proofing and non-press proofing, and in the area of photo fabrication. PR: 138.
- 246. Motor Fleet Safety** **three hours**
A study of state and federal transportation laws, driver training procedures, vehicle maintenance, programs, time and motion studies.
- 250. History of Technology** **three hours**
A survey course from pre-historical tool-making to atomic energy and computers in the 20th century. Credit in history or technical education.
- 260. Environmental Hazard Control** **three hours**
A survey of hazard control assumptions pertaining to environmental safety and loss control. Including facilities, equipment and control features recommended by authorities in the fields of engineering, medicine, public health and safety.
- 262. Arc Welding II** **two hours**
An advanced course in arc welding dealing primarily with welding metallurgy, A.P.I. and industrial transmissions, metallizing components. Tungsten Inert Gas (T.I.G.), and Gas Metal Arc (M.I.G.) applications. PR: 168.
- 268. Building Construction** **four hours**
Practices utilized in the erection of residential and industrial buildings with technical information involving problems from ground to roof. 6 hours lecture—laboratory.
- 270. Strength of Materials** **three hours**
A study of the behavior of materials under various types of loads, includes stress-strain relationships, torsion, bending stress, riveted and welded joints.
- 274. Graphic Solutions** **two hours**
A study of the spatial relationships required for analysis of three dimension problems including the techniques of descriptive geometry. Also included is an introduction to graphical arithmetic and algebra. PR: 170, 121.
- 280. Practicum** **six hours**
Supervised on-the-job learning work experience with a cooperating business industry. Employed in Commercial Design Graphics Program.
- 286. Crafts** **two hours**
The student is encouraged to explore, experiment, and create with a variety of materials and processes.
- 290. Safety Supervision** **three hours**
A study of the concepts, methods and techniques necessary for effective supervision to amplify leadership qualities, promote human relations and to motivate employees to apply safety practices.
- 291. Mining Drafting** **three hours**
Drafting as related to elementary descriptive geometry; mining maps, exploratory borehole locations, structural drafting. PR: Tech 121, 372.

- 92. Mining Equipment, Controls and Application** **three hours**
 A survey course with emphasis upon modern equipment for mineral extraction; the practical combination of electrical and hydraulic systems to produce practical mining machinery. PR: Tech 206.
- 95. Fire Control and Security Measures** **three hours**
 A sequential study with emphasis upon fire prevention activities, fire protection measures, and fire control techniques, including an overview of the predominate methods and techniques utilized in the prevention of arson, robbery and vandalism.
- 00. Engineering Analysis** **four hours**
 Technical problem solutions utilizing analytic geometry, differential and integral calculus, and differential equations. Applications will include curvilinear motion, related rates, optimization methods, centroids and moments of inertia of plane and solid bodies, and electronic circuit analysis. PR: Phys. 102; Math 102; Tech. 112, 270.
- 15. Industrial Electronics and Controls I** **two hours**
 Analysis of direct and alternating current motor starting equipment across the line and step starters, safety devices and remote control circuits. Basic vacuum tubes, power supplies, voltage amplifiers, phase shift circuits and electronic motorcontrol circuits. PR: 112.
- 18. Industrial Electronics and Controls II** **two hours**
 Continuation of 315. Includes magnetic amplifiers, operational amplifiers, motor controls, synchromotors, and servosystems. PR: 315.
- 19. Advanced Electronics** **four hours**
 Analysis and design of electronic power supplies, amplifiers, and oscillators. Component parameters and equivalent circuits are determined and used in design with transistors, FET's, tubes, and IC's. Stability, feedback, and frequency response are analysed. PR: 112.
- 21. Structural Drafting** **two hours**
 The design and checking of suitable steel sections to be used as beams, girders, columns, and struts; the design of simple frames; and the use of bar joists, and open web long joists; the design of timber beams, girders, columns, and wood floors. Different types of fasteners are discussed and vector diagrams are employed to solve for the loads of various members of a frame. In addition to static loads, wind and impact loads are dealt with. PR: 121, 224.
- 22. Architectural Design** **two hours**
 A continuation of I.E. 224 in which design of houses, building materials, and specifications are studied in compliance with the Federal Housing Authority Code. Each student will develop and print a complete set of plans, specification sheets, and cost estimate for his own house. PR: 224.
- 23. Electrical Drafting** **two hours**
 An introduction of the various kinds of drawings and drafting techniques used in the design and construction of electrical equipment. Use of basic electrical principles, and typical applications will be utilized in drafting problems. PR: 121, 103.
- 67. Construction Theory and Lab** **four hours**
 An advanced building construction course concerned with steel, wood and masonry design methods and practices. Attention will be directed toward the physical and mechanical properties of construction materials including analysis, tension, compression and other ASTM testings. Problems involving the use of beams, girders and columns will be considered. PR: 268.
- 68. Environmental Systems** **four hours**
 An integrated course incorporating the aspects of plumbing, sanitation, heating and air-conditioning. Study will include sizing, layout, design and installation of these systems. Terminology, interpretation, and application of governing codes will be emphasized.

371. Thermodynamics**three hours**

A basic study of thermodynamic properties of substances, work and heat relationships, the conservation of energy and various gas and vapor cycles. Extensive applications of these principles to practical problems involving heat exchangers, nozzles, and steam turbines. PR: Math 102 or I.E. 107, Physics 101.

372. Surveying I**three hours**

Introduction in the use of the engineer's tape, transit, and level, and the methods of recording field data in note form. Field problems associated with the theory will cover horizontal and vertical measurements, differential, profile and other leveling operations, and angular and bearing measurements with the transit. Also included is traverse layout and computing. PR: 107 or Math. 102.

373. Computing and Estimating**two hours**

Problems of approximate and exact methods of arriving at lump sum and unit prices, and estimating total costs for materials and services; accepted methods of itemizing preliminary and final estimates.

377. Time and Motion Study**two hours**

Fundamentals of work simplification and motion economy using the techniques of motion and time study for the development of effective methods of production.

378. Plant Layout and Materials Handling**two hours**

A study of the economical arrangement of stocks, machines, and layout of aisles for efficient handling of materials and production.

379. Industrial Economy**three hours**

Techniques of engineering economy as related to cost, design, and selection of materials. PR: Math 102 or I.E. 107.

380. Man and Technology**two hours**

An historical background of man and technology as a basis for developing a philosophy as to the place and function of industrial education in the comprehensive school curriculum.

381. Organization and Administration of Industrial Arts**two hours**

Designed to aid the student as a future teacher of industrial arts. Problems of administration, shop arrangement, care of machinery, ordering of materials and supplies, and techniques of shop instruction will be studied. PR: 6 hours of Industrial Arts courses.

382. Furniture Construction and Design**two hours**

A lecture-laboratory course in the developmental function of design, especially as it applies to the area of household furniture. Student problems include the designing of furniture and other household articles which are to be used as projects in the industrial arts laboratories. PR: 164.

324. Drafting Room Techniques**four hours**

This course is designed to teach advanced techniques in drafting. The methods of wet and dry reproduction machines, Positive and Negative prints, Black and white color transparencies, Shading, LeRoy Lettering, Steel Brush Lettering, Axonometric and perspective projections, piping layout of a residence, metrification, and computer drafting.

326. Highway Drafting**three hours**

Preparation of Design and Working Drawings for Highways. Working from Field Survey notes to drawing board. Determination of grades, plotting profiles, computations and fills. Design of drainage requirements. PR: Tech 221 & Math 102.

332. Printing Techniques**four hours**

An opportunity to investigate an area not included in the regular listing of courses in the communications field. It is possible to do a further study of some area previously covered. PR: 10 hours of Graphic Arts and Consent.

334. Advanced Continuous Tone Photography**three hours**

A continuation of 232, covering such areas as advanced black and white work, large format camera work, artistic expression, and color photography. PR: 232.

- 35. Printing Plant Management** **three hours**
 The problems of management as found in the printing industry. Topics include personnel hiring, production, inventory, quality control, shipping, and plant layout. Field trips. PR: 235.
- 36. Fluid Power** **four hours**
 An investigation of the concepts of fluid power. This lecture laboratory course will investigate concepts and their various applications in fluid power transmission, controls, characteristics of pumps and fluid pressurizing mechanisms including cylinders, valves, pressure relief devices, cans, fluid powered motors found in hydraulic and pneumatic systems.
- 37. Metallurgy** **two hours**
 An introduction to the basic elements of metallurgy including structure of metals, properties of metals, smelting, refining, heat treating, and testing.
- 38. Manufacturing Processes** **four hours**
 An experience involving basic techniques in manufacturing and fabrication of metal products. The process includes conception of an idea to be placed in experimental and developmental stages and final completion and mass production. This includes the use of the lathe, milling machine, drill press, surface and tool grinder, friction saw, and the use of precision measuring instruments for lay-out and design. Special emphasis will be placed upon production safety. PR: 171.
- 39. School Shop Maintenance** **two hours**
 Care, repair, and general maintenance of tools and equipment used in teaching industrial laboratory classes, and the construction of storage facilities, teaching devices, and visual aids. PR: Consent.
- 40. Technology in Elementary Education** **two hours**
 The laboratory experiences are derived from the technology of the home, community, and world analogous to the lower, intermediate, and upper elementary grades. A variety of materials, tools, and processes are utilized as each student develops his own ideas. Emphasis is also placed upon the organization and administration of such a program.
- 41. Advanced Surveying Problems** **three hours**
 Method and accuracy of Surveying calculations, latitudes, departure, DMD's, Coordinates, areas. Balancing Surveys, Meridian Observations, Bearings, Study of Geology, Wood Identification, Soils, and Monuments. Legal Aspects of Surveying, ethics and public relations. Qualifications for licenses. PR: Tech 472 and Math 102.
- 42. Wood Finishing** **two hours**
 A survey course in the materials and methods commonly used in the finishing of furniture and similar articles, and readily applicable to use in high school situations. The various types of dyes, stains, shellacs, varnishes, lacquers, and sealers will be used on sample panels. PR: 164.
- 43. Blueprint Reading** **two-three hours**
 A course in the reading of the prints and drawings most commonly found in industrial operations. Emphasis is placed on the development of speed and accuracy in the use of working drawings.
- 44. The Future of Man** **three hours**
 A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice.
- 45. Mine Design, Ventilation, and Drainage** **three hours**
 Mine plant systems study; hauling, machinery requirements and selection; electrical and power transmission; drainage, ventilation, preparation, and waste disposal. PR: Tech 291, 472.
- 46. Digital and Integrated Electronics** **four hours**
 Study and experimentation in logic families and pulse, timing and control, arithmetic, memory, analog, and special purpose digital and integrated circuits. PR: 210.

415. Electrical Maintenance**two hour**

Materials, tools, and techniques involved in the maintenance of the electrical and electronic equipment. Switches, breakers, dimmers, timing devices, single and poly phase motors. PR: 103.

418. Advanced Electrical Theory**four hour**

Use of network theorems in solving complex electrical problems involving resistance, capacitance, and inductance in AC and DC circuits. Also includes AC polyphase and nonsinusoidal circuits. PR: Tech 103, Math 102.

424. Construction Planning**three hour**

Highways: Economics and Finance, Planning and Design; Surveys and Plans; Engineering, Inspection, Soil, Drainage, Pavement.

Construction Operation: Scheduling, Equipment, Work.

Engineering Material: Steel, Concrete, Asphalt, Timber, Soil. PR: Tech 221, 372, 47; Math 102.

431. Methods and Materials of Teaching Industrial Arts**two hour**

A course in which the particular problems and techniques of teaching Industrial Arts are dealt with. Emphasis is given to the special methods of handling demonstrations, use of special teaching aids and other related problems peculiar to the Industrial Arts. (Scheduled with the Initial Performance Practicum).

434. Color Separation**three hour**

The theory of color and modern color separation methods. Fake color transmission and reflection copy methods, color correction methods, and additive and subtractive color theories are explored. Time is provided for the preparation of separations and for the press proofing and non-press proofing methods of same. PR: 231, 232, 236.

445. Fluid Mechanics**three hour**

A study of basic concepts of fluid flow, including the Bernoulli Equation, orifices and nozzles. Pipe friction, heat losses and pumping systems are covered in detail. PR: 371.

472. Surveying II**three hour**

A continuation of Surveying I, Applications of the Basic Surveying Skills, including simple horizontal and vertical curves; Highway Route Survey; Cross-sectioning and Earthwork Computations; Topographic Surveying. Each phase will cover field work, note keeping and plotting. PR: Math 101, Tech 121 & Tech 372.

473. Contracts and Specifications**two hour**

A study of some of the regular and business aspects of the law pertinent to the engineering profession with special emphasis on various types of contracts used in the construction industry. Instruction also is afforded in the field of bidding procedure and in the availability of surety bonds and insurance. Specifications are analyzed from the standpoint of design and construction features.

474. Codes and Practices**two hour**

A study of the general building codes recommended by the National Board of Fire Underwriters and a detailed study of the building codes of local communities. Analysis of building types and the economical use of materials selected for construction.

475. Dynamics**three hour**

A study of the effect of forces on bodies in motion. Analysis of motion by mass and acceleration methods. PR: 270.

477. Industrial Management**two hour**

A survey of the operational, financial, marketing and accounting activities of industrial organization. A detailed survey of the duties of management as related to production, personnel, and human factors.

478. Production Controls**two hour**

Current practices in production, planning, routing, scheduling and dispatching; study of production standards, labor efficiency and costs, quantity and quality control.

9. **Power Plants** **three hours**
A study and analysis of stationary power plants and prime movers, steam generators, steam and gas turbines, and auxiliary equipment. PR: 371.
2. **Cabinet Making I** **two hours**
A continuation of I.E. 382. The projects will be made in conformity with the drawings and specifications developed in the previous course. Advanced work in the use of machine tools, techniques, and processes will be stressed. A high level of craftsmanship will be maintained. PR: 164, 382.
3. **Multiple Activities** **four hours**
A multiple activities laboratory designed to enable students to perform motor skill activities reflecting the middle, junior, and senior high school industrial arts curriculum. The successful use of tools, materials, and process through simulated instructional activities will be emphasized.
1. **Advanced Woodworking** **two hours**
A continuation of I.E. 164 with emphasis on the use of advanced techniques in the design and construction of home furniture. Particular attention is given to the use of veneers, inlays, overlays, and other advanced methods of enhancing the finished appearance of projects.
2. **Work Study Seminar** **four hours**
Concepts of the construction and analysis of graphs, charts, and tables. Practical use of handbooks and industrial literature. Discussion of codes of ethics, employment opportunities, letters of application, interviews, and employment references. Engineering and progress reports on work experience.
3. **Work Experience Laboratory** **eight hours**
On-the-job work experience in a cooperating industry.
5. **Industrial Education: Guided Design Seminar** **one-four hours**
A seminar in design or research in selected areas of engineering or educational technology. Open to division majors with senior standing in the baccalaureate program. PR: Sixteen credits of I.E. course work in a major area of specialization and consent.
6. **Land Surveying I** **three hours**
Boundary Surveys—Rural lands, city lots and sub-divisions. Deed descriptions and legal aspects. Mapping, plotting and recording. PR: Tech 221 and 472.
7. **Land Surveying II** **three hours**
Field Methods for: Oil and Gas Well Survey, Surface Mine Survey, Hydrographic & Topographic Survey, Underground Survey. Use and interpretation of aerial photos. Taken concurrently with Tech 496.

VETERINARY ANIMAL TECHNOLOGY

(Community College)

3. **Introduction to Animal Technology** **four hours**
Veterinary record keeping procedures, kennel management, hospital and laboratory sanitation, techniques of animal restraint, drug administration to animals, rectal palpation, techniques in taking temperature, bioethics, narcotics laws, veterinary technician practice acts, animal reproduction and nutrition, and job opportunities in animal technology. Two hours of lecture and 2 laboratories per week.
1. **Veterinary Laboratory Techniques I** **four hours**
Techniques in anesthesia, surgery, examination, and veterinary techniques in serology, urinalysis, and fecal examination. Two hours of lecture and 2 laboratories per week. PR: V.A.T. 103.
2. **Veterinary Laboratory Techniques II** **four hours**
Techniques in clinical chemistry. Two hours of lecture and 2 laboratories per week. PR: V.A.T. 201.

205. Veterinary Radiologic Techniques

three hou

Techniques in radiographic positioning, exposure and safety and techniques used the radiographic darkroom for the development of film. PR: V.A.T. 103, 201, 202, ar Biology 170.

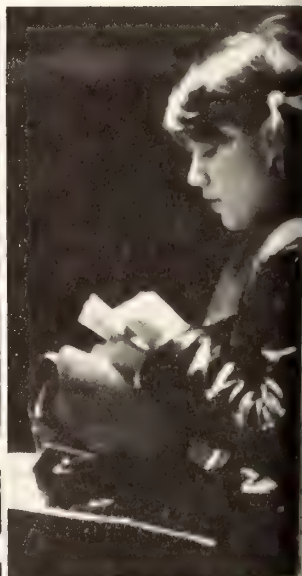
261. Veterinary Preceptorship I

fifteen hou

262. Veterinary Preceptorship II

fifteen hou

Students will spend eight hours a day, five days a week, for two regular academ semesters with a clinical veterinarian to apply training learned in classes.



Student Services and Organizations

Fairmont State College maintains many services to all students with the objective of assisting each student to adjust to his college environment. The Office of the Dean of Student Affairs coordinates and assumes responsibility for all activities and services directly affecting the welfare of each student. Such responsibilities include: health and food services, counseling center, freshman orientation, placement service, student employment, financial aid, student insurance, housing, social organizations, student government, and bookstore services.

Institutional Testing Program

Several standardized comprehensive tests are essential for special groups of students.

American College Testing Program (ACT)

This test is required of all entering Freshmen. Registration for classes is contingent upon completing this test.

College Level Examination Program (CLEP)

This test is available for students to obtain credit in specific courses. It is given the third week of each month. Information and applications are available in Student Affairs.

Graduate Record Examination (GRE)

This test is optional for students graduating with a Bachelor of Arts Degree (non-teaching) or Bachelor of Science Degree who expect to attend graduate school. This should be taken during the Senior year.

National Teachers Examination (NTE)

This test is required of students graduating with a Bachelor of Arts Degree in Education. These students must take the examination during the final semester or term of their Senior year.

Undergraduate Program Area Tests

This test is required of teacher education students upon completion of forty-eight (48) semester hours and prior to enrollment in Education 302. Tests for the Humanities, Natural Sciences and Social Sciences are required.

Housing

Pence Hall is a modern dormitory providing living quarters for 132 men and a full-time resident director. It is located on the hill above the main portion of the campus and commands a splendid view of much of the campus and surrounding area.

Two modern, conveniently located residence halls are available for women. On campus are two dormitories—Morrow Hall, which was built in 1922 and renovated

and refurnished in 1959, and North Hall which was completed in September, 1960. Morrow Hall provides living quarters for 122 women and a full-time resident director and North Hall provides quarters for 150 women and a full-time resident director.

Standards for Residence Hall Life

1. All unmarried freshman students who do not commute, or who do not reside with their families, are required to reside in a living-learning center or college housing so long as space is available.
2. All residence hall assignments are made for the entire academic year; and student may not move or transfer from any residence hall, state or private owned, except to graduate, to withdraw for the remaining part of the academic year, or to marry and live with spouse.
3. Applicants for room reservations must pay an \$80 deposit at the time of application; this fee will be credited to the applicant's room rent account. Notice of cancellation must be received by the Office of Associate Dean of Students by June 15 or the \$80 deposit is forfeited. A \$20 breakage fee shall be deposited at the time of registration; this fee, less any damages, will be returned at the time of withdrawal from the residence.
4. All applicants for rooms and their parents or guardians are responsible for being familiar with the requirements for dress, the purchase of meal tickets, the code of behavior, and all other regulations that are listed and explained in residence hall handbooks.
5. The College reserves the right to limit to a certain class (freshmen) the dormitory rooms under its control.
6. The College reserves the right to limit the number of out-of-state students accepted to live in the residence halls under the control of the College.
7. Students who live in Pence, Morrow, or North Hall must buy a meal ticket for the Dining Hall. No evening meal will be served in the Dining Hall on Sunday.
8. Students who live in Pence, Morrow, North or Morgan Hall must subscribe to a linen service that supplies fresh bed linens and towels weekly.
9. A student who is absent from a residence hall for seven or more consecutive days will not be charged for meals, provided that the Food Service Director is notified in advance. No deduction in room rent, however, will be allowed regardless of the cause of absence. There is no refund of room rent to students changing residence during a term or semester, or to students withdrawing during a term or semester.
10. Room rental must be paid in full for a semester on or before registration day and a meal ticket for half-semester or semester must be paid for on or before registration day.
11. Residence halls will be closed during the spring recess and during the Thanksgiving and Christmas vacations.
12. In cases where a preponderance of circumstantial evidence of stealing exists the student's room will be searched in accordance with the *Student Handbook*.
13. Any residence hall student who is suspended or expelled from Fairmont State College for disciplinary reasons or any student who is given a choice withdrawing from the College or appearing before the Hearing Board and who chooses to withdraw voluntarily instead of appearing before the Hearing Board, shall lose all rights to a refund of any tuition, fees, residence hall rent, or other payment made to the College.

Placement Service

A job placement service is available in Student Affairs to all persons graduating from the college and to those who receive teaching certificates through the College's commendation. All seniors are urged to register prior to graduation. Alumni who hold degrees or certificates are welcome to register. Assistance in placement in all fields of employment is offered.

Freshmen Orientation

Freshmen arrive on the campus in advance of other students. It is at this time that freshmen become acquainted with the campus, buildings, the academic program, various student activities, and student welfare in general. After scheduling classes, they become formally registered for their first semester of college work. Throughout the orientation period, freshmen are assisted and guided by trained student counselors who are sympathetic to the individual problems of students.

General Regulations

In matters concerning student rights, responsibilities, and social conduct, special reference should be made to the published *Student Handbook*.

Student Automobile Regulations

Because of the large number of cars used by students, traffic on the college campus is seriously congested. In the interest of safety and service, rigid regulations have become necessary. All parking is limited to defined areas, and restricted parking is established in certain areas.

All motor vehicles operated by students must be registered and properly identified by campus registration stickers.

Freshmen living in campus dormitories are not permitted to bring cars to the campus. All students living off campus, either at home or in college approved housing, and within one-half mile of the campus will not be permitted to park on campus during school hours.

Specific reference should be made to the published handbook *Parking Regulations*.

Health Service

A physician and two registered nurses are available to examine and advise students in matters pertaining to their health. On school days from 8 a.m. until 7 p.m., a nurse is available in the college clinic in the Colebank Gymnasium for first aid and for the treatment of minor ailments of students and faculty. The college physician has regular campus office hours.

Group student hospital insurance is available to all full-time students at a very reasonable rate. Each prospective student is mailed information pertaining to this insurance prior to the opening of College in the fall.

Food Service

Buffet style breakfast, lunch, and dinner are served daily in the College Dining Hall with the exception of an evening meal on Sunday. Menus of a variety of foods are carefully planned to provide nutritive diets with an attractive service at a reasonable price.

Student Center Building

The Student Center is a modern, spacious building centrally located on the campus.

On the ground floor, a large area has been provided for the Bookstore and recreational rooms. The recreational rooms are available to students for playing pool, ping pong, chess, checkers and watching television. The campus snack bar is located on the second floor, providing fountain service, soft drinks, coffee, cigarettes and confessions. Also on this floor are the Student Government office and three study areas for the students. A check cashing service is available from 8 a.m. until noon and 1 p.m. until 4 p.m. for students only. The top floor contains the ballroom with facilities for events such as teas and receptions. All facilities of the Student Center are available to student groups for meetings, parties, dances and other social affairs.

Bookstore

The Bookstore is located on the ground floor of the Student Center. All book stationery, school supplies and various equipment that students need for classes may be purchased here. Also found here are items such as greeting cards, college jewelry, sweat shirts, jackets and various other items commonly sought on every campus.

Subscriptions for many magazines and a daily photo service are available. Stamp may be purchased and packages weighed for mailing. A printing service for napkins and match covers is available to college organizations.

Library Services

The library occupies the second and third floors of the Library/Learning Resources Center Building. The library facility features individual study carrels, many of which are equipped for the use of audio-visual materials.

The library is supportive of the academic programs of the College and therefore acquires a variety of informational resources. Books, journals and audio-visual materials pertaining to all areas of the curriculum are available. Moreover, materials not owned by the library may be secured through interlibrary loan.

The library presently contains some 133,000 volumes and subscribes to 617 periodicals. Many books and journals are maintained in microform for which the library provides appropriate reading facilities. As a selective depository for U.S. government documents, the library houses a collection of 8,600 government publications. Collections of filmstrips, kits, cassettes, records, slides, transparencies and other media are also housed in the library. All library materials are shelved in open stacks and are directly accessible to students and faculty.

The library fosters its role as an information agency by emphasizing personalized bibliographic and reference services to students and faculty. Trained personnel are always on duty when the library is open to encourage and assist individuals in the pursuit of information.

The learning resources center occupies the first floor of the building and is responsible for coordinating the application and use of educational technology for the campus. Specialized facilities for the production of films, slides, transparencies and graphic materials as well as recording and television studios are a part of the center. A large educational film rental library is also maintained by this facility.

Student Government Organizations

The Student Government Organization is composed of all students regularly enrolled in Fairmont State College. All of its officers are students and all business

ducted by them. Through this organization student programs and many other activities are undertaken. A student activity fee is collected from all students. This fee covers the cost of student activities and entitles the student to attend all athletic contests, major dramatic productions, and other special programs and to copies of the college newspaper and yearbook.

Student Government

The Student Government is the executive board of the student government organization. It consists of five student body officers, all class presidents, vice presidents, four representatives-at-large; chairman of the Student Advisory Council; and the faculty advisor appointed by the President of the College.

Clubs, Honor Societies, and Social Organizations

Fairmont State College students have organized a number of clubs and honorary organizations for the promotion of interest in various subject matter fields, for the recognition of outstanding achievement in various campus activities, and for general social purposes. A list of the currently active organizations of this character can be found in *The Student Handbook*.

Religious Interests

Fairmont State College maintains a close relationship with the religious organizations of the city, including the Greater Fairmont Council of Churches. Announcements of services and special programs are posted on a bulletin board in the Administration Building.

Organized groups on campus are the Newman Center sponsored by the Roman Catholics, the Wesley Foundation sponsored by the United Methodist, United Presbyterian, Presbyterian U.S., Christian (Disciples of Christ) and Episcopal Churches as United Ministries in Higher Education, and the Intervarsity Christian Fellowship. Services of ministers are available to the campus at all times through the Associates in Campus Ministry. The Associates serve as the liaison for religious interests with the administration.

Publications

The Columns is the student newspaper published weekly throughout the regular college year with the exception of examination and vacation periods. The Publications Board, representing students and faculty, approves the selection of staff members from a list presented to the Board by the faculty advisor. Consideration is given to those students who have done acceptable work in journalism or who have had practical experience on publications. *The Columns* is named for the eight stately columns at the front of the Administration Building. It is financed by student fees and advertising.

The Mound is published annually by the students. The administrative officers of the staff are approved by the Publications Board from a list presented to the Board by the faculty advisor. All phases of college life are depicted in the annual, largely by pictures. It was named from an historic spot on a former campus. It is financed by student fees and advertising.

The Student Handbook, compiled annually under the direction of the Student Council, contains valuable information about Fairmont State College and its varied student activities.

The Student Bulletin is posted on the bulletin boards located prominently in each building. This bulletin carries announcements of all student activities. Material for the

Student Bulletin should be left with the Dean of Student Affairs by noon Thursday. Bulletins are posted Friday morning for the following week. Students should consult the bulletin boards daily for important announcements.

Music Organizations

The Fairmont State College Marching and Concert Band is a uniformed band which presents concerts in Fairmont and other communities. This organization is open to both men and women.

The musical organizations of Fairmont State College—the Chorus and the Collegiates—provide opportunities for students interested in group singing. The groups present programs at the College assemblies, in neighboring communities, and on the radio. They also give annual public concerts. The Chorus is open to all students, but the “Collegiates” is composed of selected members of the College chorus. Operas are produced annually. The College-Community Symphony Orchestra is open to all students and members of the community.

Students may participate in college ensemble programs including the Stage Band and String, Brass, Woodwind, and Vocal Advanced Ensembles.

Forensics

(Public Speaking and Debate Activities)

Traditionally Fairmont State College offers a varied program for all students interested in public speaking and debate. Participation in all of these activities is open to any student at Fairmont State College.

Intercollegiate Debate

The Intercollegiate Debate Squad annually participates in 15 to 25 intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. The debate squad also sponsors and participates in public exhibition debates, television and radio presentations and conducts the annual Fall Debate Workshop of the West Virginia Intercollegiate Speech Association.

Public Speaking

Students may participate in intercollegiate contests in oratory, extemporaneous speaking, persuasive speaking, student congress, and group discussion.

Theatre

Fairmont State College traditionally offers an active theatre program for both theatre-goers and participants.

Masquers

The Masquers, since 1923 the student theatrical production organization, present four major plays of varied styles and periods usually in Wallman Hall during the fall and spring semesters. The plays are directed, designed, and supervised by the Speech and Drama Department faculty. Acting roles and positions on production crews are open to the student body on a voluntary or course credit basis. Performances are open to the public. Membership in the Masquers club is open to the student body and is earned through participation with the college theatrical productions.

Summer Theatre

Since 1960, the Masquers Town and Gown Players have presented four major plays during the summer semesters. Students enrolled in Summer Theatre (Drama 211-322) and Children's Theatre (Drama 340) work along with members of the Resident Company (selected experienced students receiving a grant for full-time technical work and acting) and interested members of the community to bring a season of light summer theatre fare (comedies, musicals, and children's plays) to Northern West Virginia theatre-goers and to provide a cultural, recreational, and educational outlet for participants. The plays are directed, designed, and supervised by the Speech and Drama Department faculty and guest directors. Acting roles and positions on production crews are open to the public as well as the students, faculty and staff at Fairmont State College.

Masquers, Jr.

At least one play during the fall or spring semesters is presented, on tour or on campus, for a children's audience. It is produced in conjunction with Drama 340, Children's Theatre Practicum, but participation through acting roles and production crews is often open to the student body.

Studio Theatre

Student directed and faculty directed one-acts are presented in the studio theatre room 314 FA). Acting roles and positions on production crews are open to the student body.

Drama Honorary

Here in 1925 under the guidance of Dr. Paul F. Opp, Alpha Psi Omega, the national collegiate drama honorary, had its beginning. Also here and under the guidance of Paul F. Opp, Delta Psi Omega, the national junior college drama honorary, and the Mespians, the national high school drama society, had their beginnings. Membership in the Alpha Cast of Alpha Psi Omega is earned through participation in collegiate productions. Since Spring 1969, the Alpha Cast of Alpha Psi Omega has sponsored the annual Alpha Awards for outstanding performances during the fall and spring masquers and studio theatre productions.

Reader's Theatre

The Fairmont State College Readers provide reader's theatre presentations at least once a semester in conjunction with Drama 221-222, 223. These performances are open to the public. Also, an active program in intercollegiate oral interpretation is offered.

M. M. Neely Oratory Contest

Interested students may compete with original oratory for cash awards in the annual M. M. Neely Oratory Contest held in May.

Radio and Television

"Campus Highlights," a bi-monthly radio program, is produced by the Radio/TV Club of the Speech and Drama Department. It has been a regular feature of Radio Station WMMN since 1929. These programs are for the most part student productions. Any student at Fairmont State College may take part in the "Campus Highlights" series.

Several broadcast courses are offered which allow the student to become familiar with all major aspects of the educational and commercial broadcast industry. Complete audio and video tape facilities are available in a "learning laboratory" for those students involved in any of the various radio-television classes. For further information contact the Chairman of the Speech and Drama Department in Room 311A.

Intramural Sports

A regular program of intramural sports is sponsored for the benefit of all students. Teams, contests, and various activities are organized for competitive play among the various groups and organizations. The pool is open for intramural and recreational swimming at certain times. Such facilities as the conditioning room are open for individual and group participation. This is under the supervision of staff members who direct the overall program. Individual participation with selected equipment is offered for those interested and concerned with their own development, and not with team participation.

The intramural program includes the following activities: flag football, tennis, volleyball, basketball, wrestling, bowling, golf, softball, horseshoes, outdoor track, badminton, swimming, archery, and foul throwing.

Intercollegiate Sports

Fairmont State College sponsors an intercollegiate athletic program in football, basketball, baseball, cross country, golf, tennis, soccer, swimming, bowling, track, and wrestling. There are fine indoor and outdoor facilities and equipment for physical education and recreation. Every young man in college is free to participate in any one or more of the intercollegiate sports and in all recreational activities. The intercollegiate athletic program for women includes tennis, basketball, hockey, volleyball, softball, and swimming.

Athletic Policy

The program of intercollegiate sports at Fairmont State College is supervised by the Director of Athletics. He is assisted in the planning of the program by an athletic committee of the general faculty.

The general objectives of the intercollegiate sports program at Fairmont State College are to teach young men and women the values of sportsmanship, good physical conditioning, and the disciplinary and social values of organized team play. Specific values include the training afforded prospective coaches and physical education instructors through participation, and the possible acquisition, to some extent, of experiences and skills which may furnish recreational outlets following graduation.

In pursuance of the policies recommended by the North Central Association, the following minimum standards governing intercollegiate athletics are maintained:

1. The ultimate responsibility for the conduct of the athletic program rests with the President.
2. The members of the coaching staff are regular members of the faculty and have the same professional status, qualifications, salaries, and tenure as other faculty members.
3. Students participating in athletics are admitted by the Director of Admissions on the same basis as other students. Athletes are required to maintain the same academic standards as non-athletes.
4. The award of scholarships, student loans, and student employment to an athlete is made through the same agency of the College and on the same basis as for other students.

basis as grants of aid to all other students. All employed students are required to give full and honest work for pay received.

5. All athletic funds are handled by the Business Office of the College. An audit of the receipts and disbursements of these funds is made annually by the Legislative auditors.
6. An effort is made to compete only with colleges having similar educational and athletic policies.
7. Fairmont State College is a member of the West Virginia Intercollegiate Athletic Conference and the National Association of Intercollegiate Athletics, and athletic participation is regulated and controlled by the eligibility rules of the Conference. Copies of these rules are on file in the Office of the Director of Athletics.

wards

At Recognition Day exercises, held near the close of each college year, awards are granted to students for outstanding achievements in various campus activities. Among these awards are the following:

For outstanding achievements in scholarship, leadership, service, and character, gold keys are presented to the Outstanding Seniors, selected by a faculty-student committee; certificates to the seniors elected to Who's Who Among Students in American Colleges and Universities; American Legion Medals to a senior man and senior woman; MENC plaques presented to outstanding senior and freshman music majors.

Medals and other prizes are presented to outstanding students in business administration, science, secretarial practices; cash awards by the Fairmont Woman's Club to the best freshman writer, to the most worthy senior girl by the American Association of University Women's Club through their Edna Earl Lowe Memorial Fund, the Kappa Delta Pi—SEA award for the outstanding graduating seniors in elementary and secondary education.

Athletic awards are usually made during special sessions at athletic contests or at the annual athletic banquet.

umni

The Alumni Association of Fairmont State College is the official organization of all graduates and former students of the "old" Fairmont State Normal School, Fairmont State Teachers College, and Fairmont State College.

The history of the Alumni Association goes back almost to the founding of the institution. A meeting was held on Commencement Day, June 27, 1873, at which time the twenty-nine graduates formed the Association.

Events of special interest to alumni include the Annual Homecoming celebration during the fall semester. Festivities begin on Friday evening and continue through Saturday and include a parade, dinner banquet, business session and dance. During commencement weekend the class of 50 years ago return to the campus for a day's visit and dinner as guests of the Alumni Association and the college. This group of alumni who graduated 50 years ago or more automatically become members of the Emeritus Club. The unit was formed in 1963.

Information concerning the Alumni Association may be had by writing to the Alumni Secretary, Fairmont State College, Fairmont, West Virginia, 26554.

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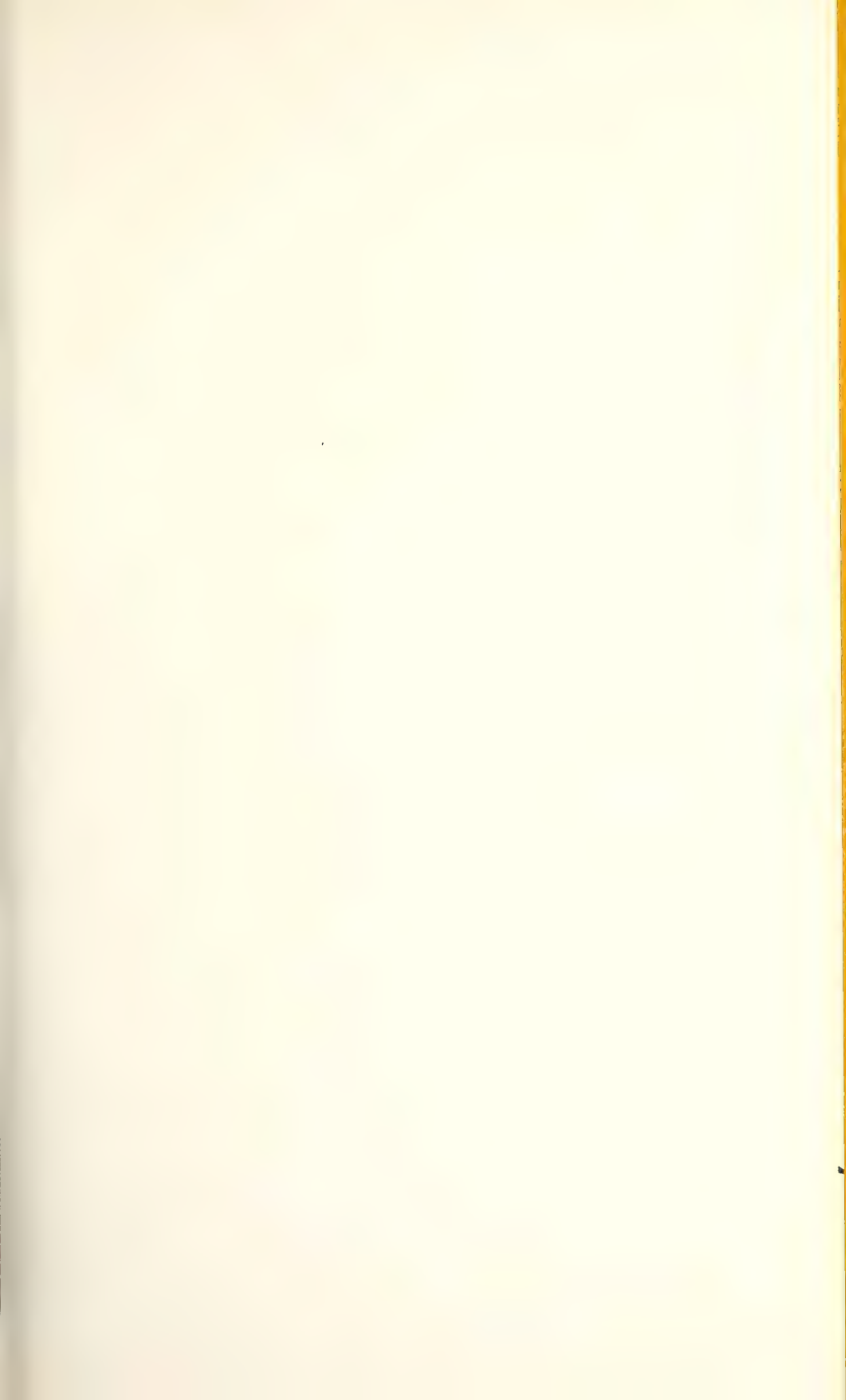
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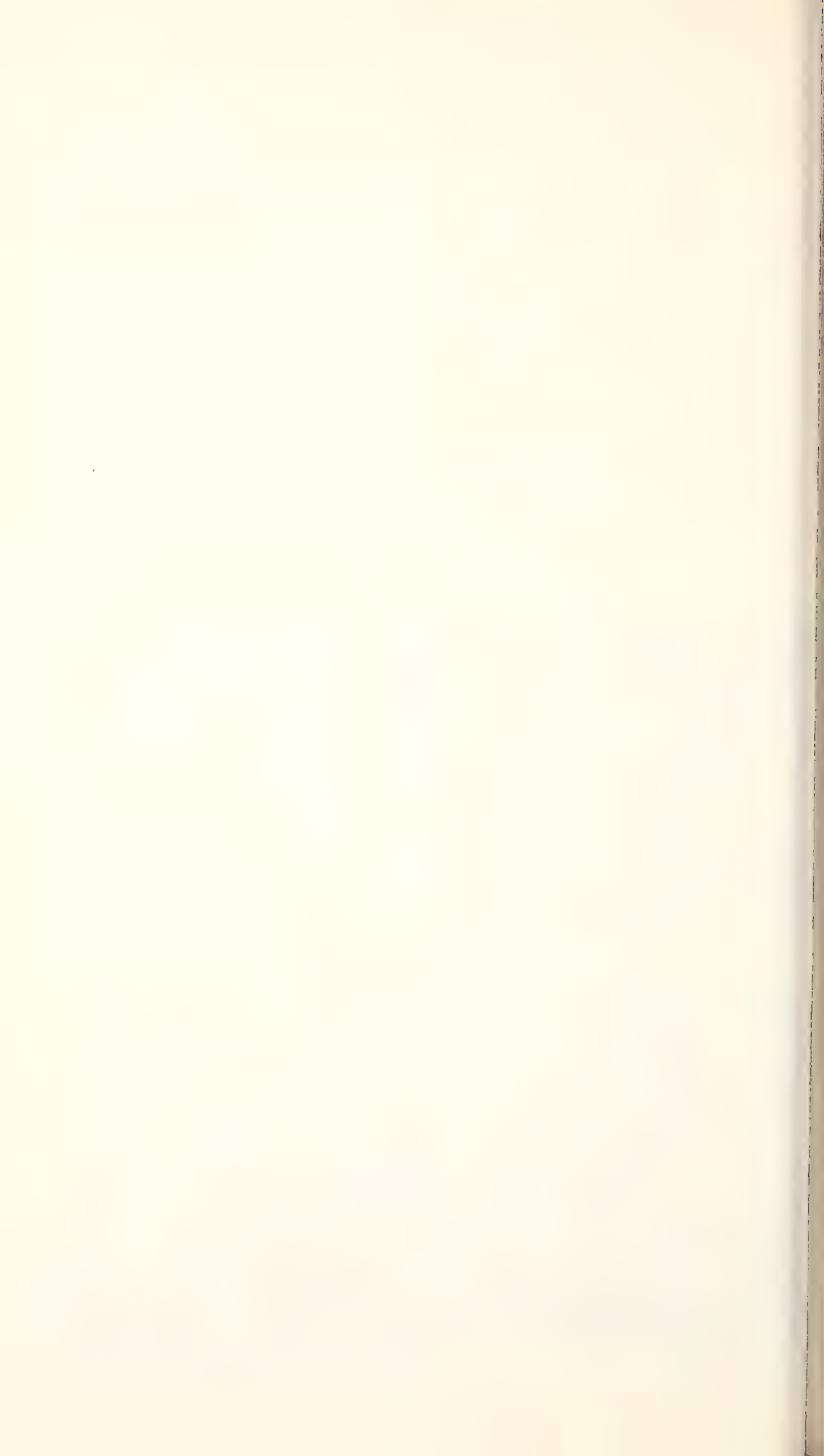
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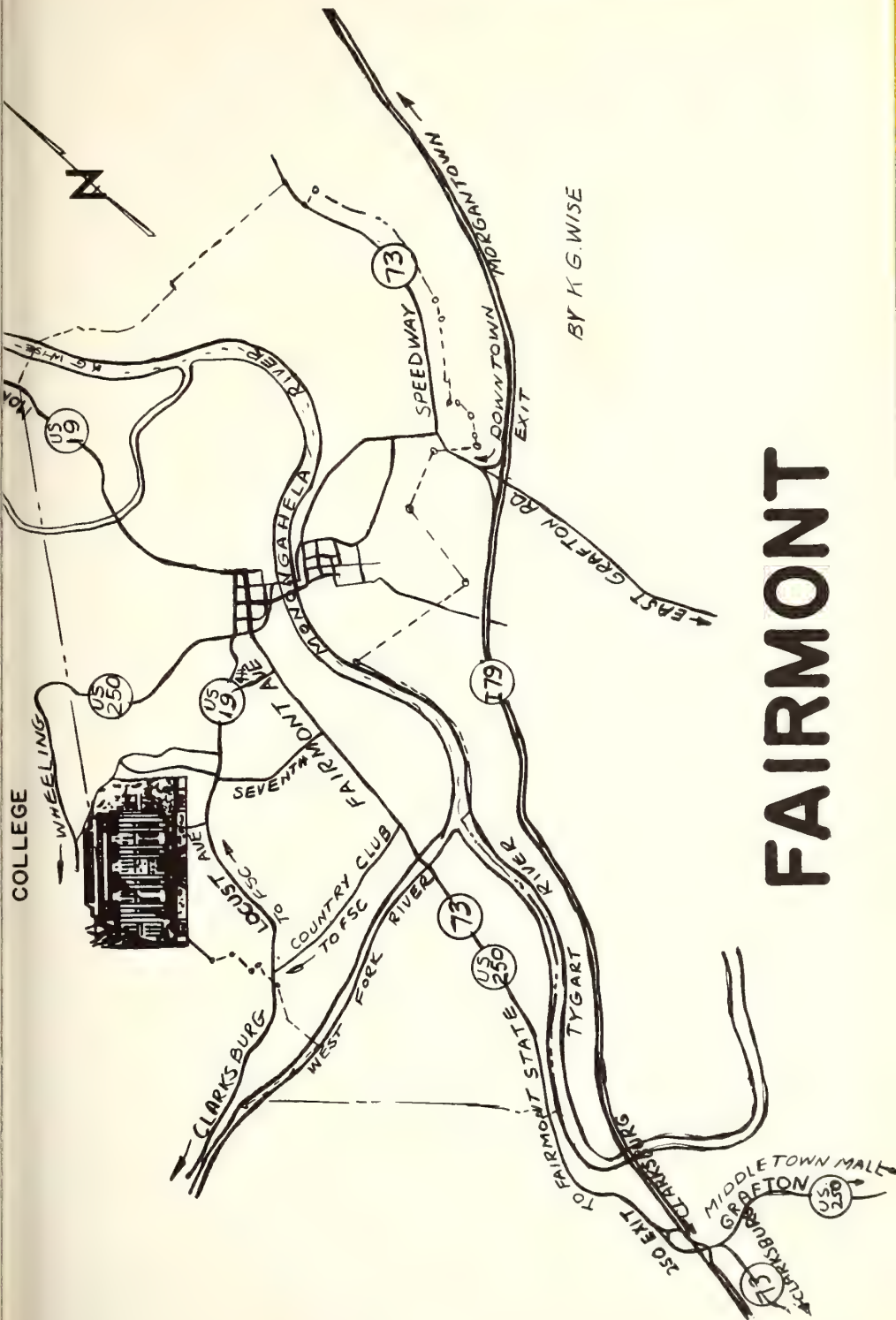














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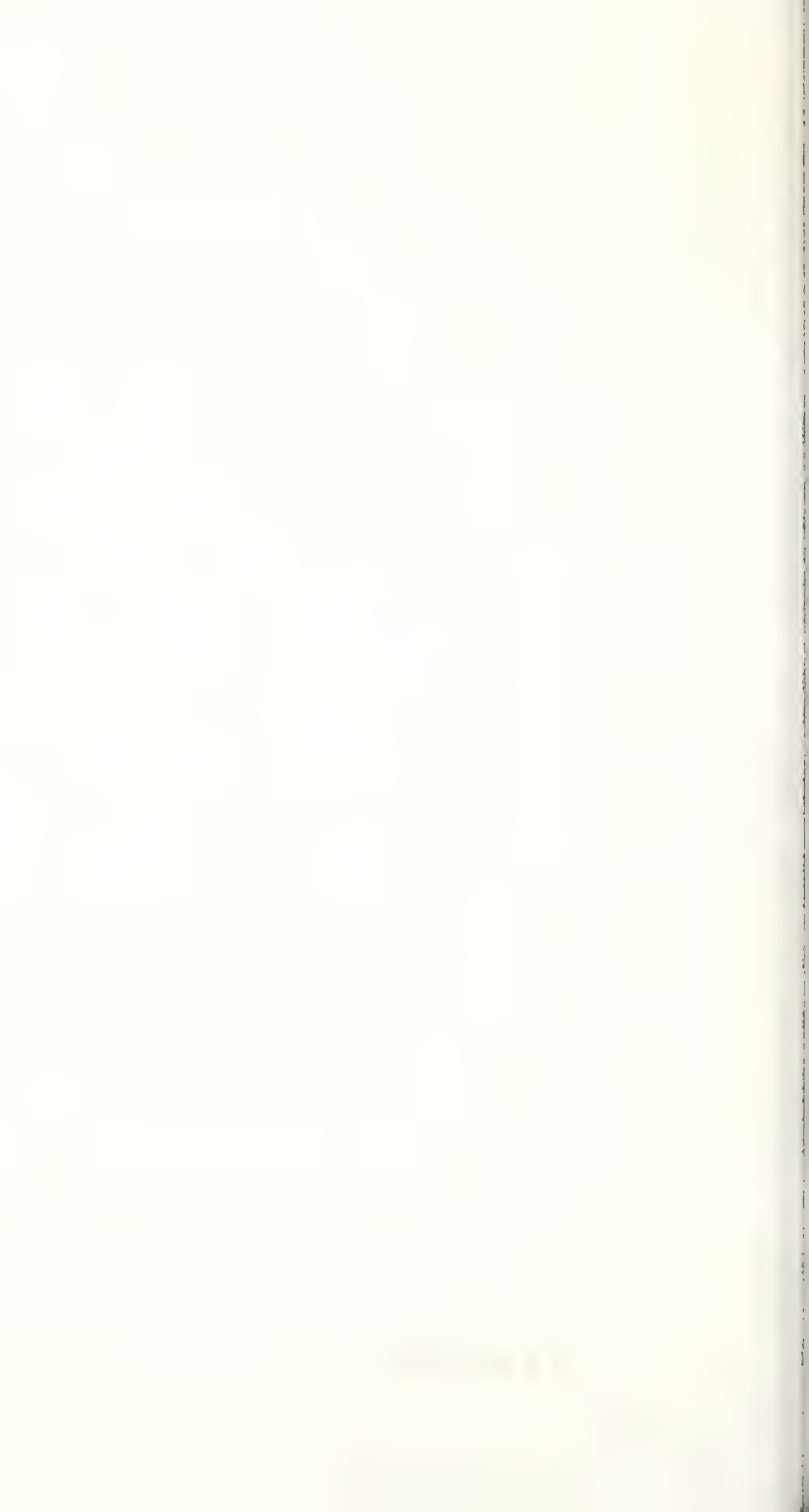


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CORRESPONDENCE DIRECTORY

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as
indicated below:

missions

For everything concerned with
e admission of students, in-
cluding requests for the college
atalog and other publications, Registrar and
ademic credits, and informa- Director of
on about fees.....Admissions

ministrative and General

llege PolicyPresident

e Faculty, Curricula, Vice President for
struction, Summer Sessions.....Academic Affairs

ommunity College and

ntinuing EducationCommunity College

idance and Counseling.....Counseling Center

using.....Student Affairs

holarships, Loan Infor-

tion, and Student Em- Financial Aid

oyment.....Office

Vice President
for Finance and
ollege FeesFacilities

Director of
ublicity, Alumni Activities.....Public Relations

SUPPLEMENT TO THE FAIRMONT STATE COLLEGE 1978-80 CATALOG

The following revisions, additions, and deletions should be considered as an integral part of the 1978-80 Catalog.

VISITORS

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students, who will notify the College in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.

POLICY ON EQUAL OPPORTUNITY

Fairmont State College complies with the principle of Equal Opportunity, Affirmative Action, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973 which require that there shall be no differences in treatment of persons or access to facilities because of race, religion, color, sex, age, national origin, or handicap.

*ADMISSION

GENERAL ADMISSION PROCEDURE

Students desiring admission to Fairmont State College, whether directly from high school or as transfer students from another college or university of other classification, must file an application for admission on forms provided by the Director of Admissions. All correspondence relative to admission and all credentials in support of an application must be on file at least two weeks prior to the beginning of a semester or term.

Credentials submitted in support of an application for admission become the property of the college and will not be returned to the student. Credentials include an official transcript of high school or college grades and an application for admission. The prospective student is responsible for submission of all necessary forms and records in support of an application for admission.

Admission is for one semester or term and may be renewed only for that time. If the student fails to register during the semester or term for which he has been admitted, he must file another application if he desires admission at a later date.

A student admitted upon the basis of false and/or incomplete credentials will be subject to immediate dismissal from the college.

Admission does not guarantee housing. Separate applications for dormitory space must be submitted.

The following Admission policy will become effective if approved by the West Virginia Board of Regents. For information concerning its status, contact the Director of Admissions or the Registrar of this college.

to the Office of Student Affairs.

Any change in local addresses of any student at Fairmont State College must be reported to the Registrar within a reasonable time.

All local addresses must be complete including address of a student's landlord.

ADMISSION REQUIREMENTS

Admission to Fairmont State College is open to a graduates of approved high schools.

Admission to Fairmont State College does not guarantee admission to specific programs. Admission to specific programs may be restricted due to limitations of staff, physical facilities, and spaces available for practical experience training. The standards and procedures for admission to limited enrollment programs are presented later in this section.

Outstanding high school students may be admitted either in the summer following completion of the junior year in high school or on a part-time basis during their senior year in high school if they meet the following criteria:

1. Have completed the junior year of the curriculum of his high school.
2. Have a B-plus, or better, average on high school subjects.
3. Have the recommendation of the high school principal.
4. File an application for admission.
5. Pay regular college fees.

ADMISSION AS SPECIAL STUDENTS

Admission to Fairmont State College as a special student is open to anyone regardless of previous academic records. Admission as a special student is designed for students registering for occasional similar college courses with no degree objective or transient students. Students admitted as special students may complete up to 15 hours of college credit. Completion of more than 15 hours of regular college credit requires that the student apply for admission to Fairmont State College, at that point meeting all the requirements for admission for a specific degree or certificate objective.

CELLANEOUS

SPECIAL ADMISSION FOR NON-HIGH SCHOOL GRADUATES

Non-high school graduates may be admitted to Fairmont State College by passing the General Education Development Test. They must be veterans, or persons under 19 years of age, or persons past the age they would have been had they remained in high school until they graduated. Such persons must have been out of school more than one year preceding application for examination. G.E.D. results must be sent directly to the Director of Admissions from the testing center.

Persons who are not high school graduates or who have not passed the G.E.D. test may be provisionally admitted to Fairmont State College as regular students in one or two year vocational/occupational programs. Persons admitted under this provisional admission will not be granted a degree or certificate from Fairmont State College nor may they change degree objectives in the college until they have completed high school graduation or passed the G.E.D. or equivalent.

FOREIGN STUDENTS

In addition to the previously listed admission requirements, a foreign student must demonstrate proficiency in written and spoken English. Such proficiency can be established by scoring at least on the Test of English as a Foreign Language administered by the Education Testing Service of Princeton, New Jersey. The applicant must also provide proof of adequate financial support.

TRANSFER STUDENTS

Any applicant for admission to Fairmont State College who has attended another institution of collegiate rank will be classified as a transfer student. The college does not, under any condition, disregard college level work earned elsewhere. Work earned at other accredited colleges and universities will be allowed toward a degree if applicable. The student admitted unconditionally as a transfer student, must meet the admission requirements of Fairmont State College, must provide evidence that he is in good standing at the institution last attended, and ordinarily must have maintained a C or better average on all college work previously attempted.

BOARD OF REGENTS BACHELOR OF ARTS DEGREE

A student is admitted to the Regents Bachelor of Arts Degree Program by submitting the state-wide undergraduate application form to Fairmont State College. Admission to this degree program does not provide for automatic admission to other programs at Fairmont State College. Any student under the Regents degree program must reapply and meet all admission requirements when changing from the Regents Bachelor of Arts Degree objective to any other degree objective at Fairmont State College.

REQUIRED FORMS AND CREDENTIALS

students applying for admission to Fairmont State College degree programs are required to complete and submit the following forms and credentials:

1. Regular student application form
2. Housing and financial aid request forms if applicable
3. High school transcript (except transfer students)
4. College transcripts for transfer students
5. ACT scores
6. GED scores where applicable

Special student admission requires only the Special student application form.

ADMISSION POLICY FOR LIMITED ENROLLMENT PROGRAMS (Division of Allied Health)

Applications for admission to programs in Allied Health and nursing are accepted through December of the following school year. The application, high school transcript or GED scores, ACT scores, college transcript (if applicable) and other pertinent information to assure complete consideration should be on file by the deadline.

Credentials are organized by the Director of Admissions and submitted to the appropriate selection committee for consideration. Decisions are normally made by March 1. All applicants are notified by letter concerning their admission status.

Selection criteria are based primarily on academic background with some flexibility concerning life

experience and training. Normally a high school senior should have a score of 22 on the ACT and a 3.3 grade point average to be accepted into the program. (Strong math and science background is highly recommended.) However, all applications of persons interested in the specific programs will be given every consideration in the selection process. Consideration will be given to students who have successfully completed college course work. Students with a college grade average of less than 2.0 must remedy this situation before consideration.

Students who have graduated with the GED must still show adequate academic background and ACT scores.

this section on page 20 between the "(On-Campus)"
 "(Off-Campus)" sections:

Identification)

	WV Resident	Non-Resident
tion (BOR Capitol Fund)	\$ 25.00	\$175.00
istration Fee (BOR Capitol Fund)	50.00	250.00
her Ed. Resources Operating Fund)	35.00	155.00
letic Fee	16.50	16.50
dent Union Fee	15.00	15.00
dent Activities Fee*	<u>29.50</u>	<u>29.50</u>
	\$171.00	\$641.00

pports Student Government, Student Publications,
 . Cards, Testing, Student Programs, Masquers &
 ensics, Band, Choral, Intramurals, Debate, and
 dent Center Activities.

ACADEMIC INFORMATION

(This section replaces the Degree Program/Minor lists on pages 27-30 and 95-96):

Degrees

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts, Associate of Applied Science, or Associate of Science degree is also granted upon successful completion from 60-77 semester hours in the two-year curriculum. A Certificate in Applied Science is offered in the areas upon completion of 32-34 semester hours. The College also offers a flexible non-traditional Regents Bachelor of Arts Degree Program.

Degree Programs

Bachelor of Arts and Bachelor of Science Degrees

Minimum Semester Hours Required

	Degree	Major	Minor
Art.....			2
Biology.....	B.S.	55	2
Business Administration.....	B.S.		
General.....		39	
Accounting.....		39	
Economics.....		39	
Office Administration.....		35	
Electronic Data Processing.....			
Retailing.....			
Clerical.....			
Real Estate.....			
Chemistry.....	B.A.	54	
Chemistry.....	B.S.	64	
Child Care.....		25	
Commercial Design/			
Graphics.....			

Criminal Justice.....	28
Engineering Technology.....B.S.....130.....	23
Seven Areas of "Concentration":	
Electronics Mining Safety	
Industrial Civil	
Mechanical Printing	
English.....B.A.....30.....	18
English (Business and	
Technical Writing).....	18
Physical Science.....	21
Public Service Management.....	25
Psychology.....B.A.....30.....	24
Photography.....	18
Physical Education.....	18
Physical Science.....B.S.....59.....	24
Political Science.....B.A.....30.....	18
Physical Science.....B.S.....55.....	28
Interior Decoration.....	23
Journalism.....	16
Journalism (Business and	
Technical Writing).....	18
Legal Assistant.....	18
Laboratory Science.....	24
Mathematics.....B.S.....30.....	21
Mathematics.....B.A.....30.....	21
Medical Laboratory Technology.....	71
Medical Records Technology.....	18
Music.....	27
Music Merchandising.....	69
Nursing.....	76
Nurse Anaesthesia.....B.S.....61	
Philosophy.....	15
Physical Education.....B.S.....38.....	32
Physics.....	31
Political Science.....B.A.....30.....	18
Public Affairs.....	66
Psychology.....B.S.	
General.....	37.....18
Industrial-Personnel.....	46
Community Service.....	52
Psychological Service.....	18

Radio-TV Communications.....	0
Recreation Leadership.....	0
Regents B.A. Degree.....	B.A
Respiratory Therapy.....	2
Social Work	B.S.....39
Sociology.....	B.S.....30.....
Spanish.....	8
Speech Communication and Theatre.....	8
Veterinary Assistant Technology.....	7

Bachelor of Arts in Education

Elementary Education Diversified 1-6.....	3
Specialization Early Education.....	5
Subject Specialization 4-8	
Art.....	2
French.....	0
General Science.....	1
Home Economics.....	6
Industrial Arts/Technology.....	2
Language Arts.....	3
Mathematics.....	5
Oral Communications (Speech Communications and Theatre).....	26-7
Social Studies.....	1
Secondary Education	
Subject Specialization 7-9	
Home Economics.....	5
Language Arts.....	3
Social Studies.....	2
Single Teaching Fields 7-12	
Art.....	3
Biology.....	6
Business Education, Secretarial.....	3
Business Education, Principles.....	9
Chemistry.....	5
English.....	7
French.....	0
General Science.....	5

Industrial Arts/Technology.....	45
Journalism.....	24
Mathematics.....	33
Physical Education.....	37
Physics.....	33
Oral Communications (Speech Communication and Theatre).....	32
Comprehensive Teaching Fields 7-12	
Business Education.....	54
Home Economics, Vocational.....	44
Industrial Arts/Technology.....	69-72
Social Studies.....	57
Secondary or Elementary Education	
Subject Specialization K-12	
Art.....	57
Music.....	59
School-Library Media.....	24
Special Education.....	21

Associate Degrees and Certificate Programs
Fairmont Community College-A component of Fairmont
State College)

	<u>Degree Offered</u>	<u>Minimum Semester Hours Required</u>
General Studies.....	A.A.	64
Applied Health Technology		
Emergency Medical Services		
One-year certificate		
(in applied science).....		34
Medical Laboratory		
Technology.....	A.A.S.	71
Medical Records		
Technology.....	A.A.S.	68
Nursing.....	A.S.	76
Respiratory Therapy		
Technology.....	A.A.S.	72
Veterinary Assistant		
Technology.....	A.A.S.	77
Business Technology		
Accounting.....	A.S.	64

Business.....	A.A.S.	
(Two options):		
General.....		4
Real Estate.....		3
Clerical.....	A.S.	4
Clerical (one-year certificate in applied science).....		2
Commercial Design/Graphics.....	A.A.S.	4
Electronic Data Processing.....	A.S.	4
Food Service Management.....	A.A.S.	4
Interior Decoration.....	A.A.S.	0
Music Merchandising.....	A.A.S.	9
Radio-TV Communication.....	A.A.S.	4
Retail Management.....	A.A.S.	4
Secretarial (Executive, General, Legal, Medical).....	A.S.	4
Secretarial (one-year certificate in applied science).....		2

Engineering Technology (Concentrations)

Electronics.....	A.S.	7
Industrial.....	A.S.	7
Mechanical.....	A.S.	7
Mining.....	A.S.	7
Civil.....	A.S.	7
Safety.....	A.A.S.	7
Power.....	A.S.	7
Printing.....	A.S.	7
Drafting/Design.....	A.S.	7

Public Service Technology

Child Care.....	A.A.S.	6
Criminal Justice.....	A.A.S.	7
Fire Protection and Safety.....	A.A.S.	4
Legal Assistant.....	A.A.S.	5
Psychological Service.....	A.A.S.	4
Public Affairs.....	A.A.	6
Social Service Technology.....	A.A.S.	4

****REQUIREMENTS FOR THE
BACHELOR OF ARTS IN EDUCATION DEGREE**

General Studies requirement differs for elementary and secondary education programs; however, it consists of forty credit hours as a minimum distributed over humanities, mathematics, natural sciences and physical education and health. The General Studies requirements for elementary education fulfill competencies for the Diversified requirements and are included with the Diversified for Elementary Specialization in determining the 2.2 grade point requirement for eligibility for the Initial Performance Practicum.

ELEMENTARY EDUCATION

GENERAL STUDIES		40 Hours
<u>Humanities</u>		17 Hours
English	104	Written English.....3
English	108	Advanced Written English.....3
English	250	Survey of English Literature.....3
English	260	Survey of American Literature.....3
Speech	210	Speech for the Teacher.....3
	255	History & Apprec. of Art.....2
Music	205	Music Appreciation.....2
<u>Natural Sciences</u>		12 Hours
Geography	210	Intro. to Geography 3
History	107	U.S. History I 3
History	108	U.S. History II 3
History	111	History of Civilization I 3
History	112	History of Civilization II 3

This section on General Studies (A.B. in Education) and Professional Education courses replaces page 90 (except the first five lines), page 91, and the first six lines of page 92 in the 1978-80 Catalog.

Science and Mathematics

9 Hr

Math	110	Mathematics for Elem. Teachers.
Phys. Sc.	201	General Physical Science.....
Phys. Sc.	202	General Physical Science.....

Physical Education

2 Hr

Phys.Ed.	326	Early Psych. Development.....
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DIVERSIFIED PROGRAM for self-contained or open
classroom 48 Hr

*Art	353	Elem. Art Education I.....
*Art	354	Elem. Art Education II.....
*Biology	101	Intro. to Biology.....
*Biology	102	Intro. to Biology.....
or		
*Biology	103	Intro. to Envir. Biology.....
*Health	100	Personal Health.....
*Health	400	Health Education for the Elementary School.....
*Safety	200	Accident Analysis & Emer. Care.
*English	207	Children's Literature.....
*Math	210	Math. for Elem. Teachers II....
*Math	323	Math. for Elem. Teachers III...
*Music	231	Elementary Music I.....
*Music	232	Elementary Music II.....
Pol. Sc.	200	Intro. to Political Science....
Economics	200	Economics.....
Sociology	110	Introductory Sociology.....
*Education	300	The Reading Process.....
*Education	304	Developmental Reading.....
*Phys. Sc.	412	Science in the Elem. School....

*These courses in the Diversified Program must be completed prior to the Initial Performance Practicum.

Professional Education-Elementary

24 Hr

Education	200	Intro. to Education.....
Education	250	Found. of American Education....
Education	302	Human Growth & Development....
Education	303	Educational Psychology.....
Education	402	Mathematics in the Elem. School
Education	403	Language Arts in the Elem. School
Education	404	Social Studies in the Elem. School.....

Education 405	Corrective Reading.....	2
Education 420	Student Teaching Exp.(Elem.).....	6

Students who are qualifying for a Professional Certificate, Grades 1-6, may wish to add the Early Education, Special Education Specialization K-12, Library Media K-12, or Subject Specialization Grades (Middle School) to their license.

EARLY EDUCATION SPECIALIZATION		16 Hours
Education 110	Nutrition.....	2
Education 326	Early Psychomotor Development.....	2
Education 328	Cognitive/Affective Dev. Child....	3
Education 430	Speech Correction.....	3
Education 320	Elem. School Tech.....	2
Education 309	Early Education Curriculum.....	3
Education 310	Organization/Admin. Early Ed.....	3
Education 420	Student Teaching Early Education..	3**

SPECIAL EDUCATION K-12 SPECIALIZATION		18 Hours
Education 220	Areas of Excep. in Sp. Ed.....	3
Education 221	Education of Excep. Children.....	3
Education 320	Education of the Mentally Retarded.....	3
Education 321	Diagnosis, Prescription & Assessment Techniques.....	3
Education 322	Curricula Approaches, Materials, & Methods of the Mentally Retarded.....	3
Education 440	App. Prac. in Mental Retardation..	3
Education 470	Stu.Teach. in Mental Retardation..	3**

SUBJECT SPECIALIZATIONS GRADES 4-8*** (May be added to Elementary only) (See course requirements for each specialization in catalog section for that division.)

Language Arts	Science
Mathematics	Social Studies
Oral Communications	French

Replaces 3 semester hours of Education 420 in Elementary Program.

Requires Special Methods 431 in the Gr 4-8 specialization. This course must be taken prior to the semester one enrolls in Initial Performance Practicum.

SECONDARY AND K-12 EDUCATION

General Studies

40 Hours

Humanities

Minimum 17 Hrs., Maximum 21 Hrs.

*English	104	Written English.....
English	108	Advanced Written English.....
English	250	Survey of English Literature.....
English	260	Survey of American Literature.....
Speech	210	Speech for the Teacher.....
Art	255 _{or}	History & Appr. of Art.....
or	155	Theory of Art (for Art majors)....
Music	205	Music Appreciation.....
**Music	206	Music Appr. (for Music Majors)....

Approved Electives in Humanities:

**Art 155 or 255 or Music 205 (Not used above).....

*Prior to enrolling in English 104, Foundations 104 Basic Communications, is strongly recommended for those who do not meet certain minimum standards.

**Music 206 is for Music Majors only.

**Art 155 is for Art Majors only.

Social Sciences

Minimum 12 Hrs., Maximum 15 Hrs.

Econ.	200	Economics.....
Geography	210	Intro. to Geography.....
History	107	U.S. History I.....
History	108	U.S. History II.....
History	111	History of Civilization I.....
History	112	History of Civilization II.....
Pol. Sci.	103	American Government.....
Psych.	101	Intro. to Psychology.....
Sociology	110	Introductory Sociology.....

Science and Mathematics Min. 9 Hrs., Max. 12 Hrs.

Math	205	Fund. Concepts of Math(Required).. and
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Phys. Sci.....	100	Scientific Methodology(required).. and select two of the following:
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- 101 Astronomy
- 102 Chemistry
- 103 Geology
- 104 Physics

	105	History of Physical Science.....	2
ology	101	Intro. to Biology.....	4
ology	102	Intro. to Biology.....	4
or			
ology	103	Intro. to Envir. Biology.....	4
emistry	101	General Chemistry.....	4
emistry	102	General Chemistry.....	4
emistry	105	Chemical Principles.....	5
emistry	106	Chemical Principles.....	5
ology	101	General Geology.....	3
ology	102	General Geology.....	3
ysics	101	Intro. to Physics.....	4
ysics	102	Intro. to Physics.....	4
<u>Physical Education</u>		Minimum 2 Hrs.	
Ed.	100	Basic Physical Education.....	1
Ed.	101	Basic Physio Conditioning-Health..	1
<u>PROFESSIONAL EDUCATION-SECONDARY AND K-12</u>			24 Hrs.
ucation	200	Intro. to Education.....	2
ucation	250	Found. of American Education.....	2
ucation	302	Human Growth & Development.....	3
ucation	303	Educational Psychology.....	3
ucation	430	Reading Instruction in the Secondary Content Area.....	2
ucation	432	Evaluation Techniques in the Secondary School.....	2
ucation	433	Instruction in the Second School..	3
Meth.*	431	Special Methods (In subject specialization).....	2
ucation	450	St. Teaching Exp. (Secondary).....	6
ucation	421	St. Teaching Exp. (K-12)(Elem.)...	3
ucation	422	St. Teaching Exp. (K-12)(Second.)	3

Students electing a comprehensive field must include
l, Methods and Materials in the comprehensive area.
electing to complete two single subject specializa-
ons, Methods and Materials may be chosen in
ther specialization. However, the student teaching
signment must be consistent with the selected

Methods and Materials. Should one elect to complete a single subject specialization in grades 7 through 9, one is required to complete Methods and Materials for grades 7 through 12.

NEW PROGRAMS

BUSINESS

(Associate in Applied Science)

This program is designed to offer students two options to concentrate their studies in either General Business or in Real Estate. The objective of the program is two-fold: (1) to provide individuals with the opportunity to develop job related skills while concurrently increasing their awareness of their roles and responsibilities toward society and their profession, and (2) to meet the educational needs of the community by helping meet the requirements for trained manpower in the service region of the College. Specifically, the program is presently designed to allow students to select one of two associate degree options that would provide them with the necessary skills to function professionally in one of the two areas.

GENERAL BUSINESS OPTION

<u>Required Courses</u>		<u>64 Sem. Hrs.</u>
Business	102 Intro. to Business.....	3
	141 Business Math.....	3
	201 Prin. of Accounting.....	3
	202 Prin. of Accounting.....	3
	304 Marketing.....	3
	305 Small Bus. Management.....	3
	306 Business Law.....	3
	307 Business Law.....	3
	308 Personnel Management.....	3
	309 Industrial Organ. & Management..	3
	314 Office Management.....	2
	401 Business Finance.....	3
Econ. Ed.	410 Investments.....	3
	Business Electives.....	6
	251 Business Communications.....	2
	201 Econ. Prin. and Problems.....	3
Economics	202 Econ. Prin. and Problems.....	3

English	104	Written English.....	3
	109	Tech. Report Writing.....	3
Psych.	101	Intro. to Psychology.....	3
Speech Comm.	101	Fund. of Speech Communication..	3

REAL ESTATE OPTION

<u>Required Courses</u>			<u>63 Sem. Hr</u>
Business	102	Intro. to Business.....	3
	141	Business Math.....	3
	201	Prin. of Accounting.....	3
	202	Prin. of Accounting.....	3
	205	Salesmanship.....	3
	305	Small Business Management.....	3
	314	Office Management.....	3
	320	Advertising.....	3
	360	Real Estate Prin. & Practices..	3
	361	Real Estate Law.....	3
	362	Real Estate Appraisal.....	3
		Business Electives.....	3
Bus. Ed.	101	Typewriting.....	3
	251	Business Communications.....	3
Economics	201	Econ. Prin. and Problems.....	3
	202	Econ. Prin. and Problems.....	3
	303	Money, Credit and Banking.....	3
English	104	Written English.....	3
	109	Technical Report Writing.....	3
Psych.	101	Intro. to Psychology.....	3
Speech Comm.	101	Fund. of Speech Communication..	3

REAL ESTATE

Minor B.A. and B.S. Degree 18 Sem. Hr
 (Note: Duplicate credit will not be granted to fill the requirements for a major in Commerce.)

Required Courses

Business	360	Real Estate Prin. & Practices..	
	361	Real Estate Law.....	
	362	Real Estate Appraisal.....	
Elective Hours to be selected from the following.			
Business	141	Business Math	

Business	201	Prin. of Accounting.....	3
	202	Prin. of Accounting.....	3
	205	Salesmanship.....	3
	305	Small Business Management.....	3
	314	Office Management.....	2
	320	Advertising.....	3
Bus. Ed.	101	Typewriting.....	2
	251	Business Communications.....	2
Economics	201	Economics Prin. and Problems....	3
	202	Economics Prin. and Problems....	3
	303	Money, Credit and Banking.....	3

CHILD CARE (Associate in Applied Science)

Child development is the study of the life and development of children. The two year Associate in Applied Science Degree provides practical experience in working with children in community agencies as well as college classroom study. Work in the community agencies will keep the student aware of employment possibilities and requirements in these various operations, as well as helping him/her apply the earnings.

The program is designed to prepare middle-professional persons to work in day care centers, Head Start, nursery schools and as aides in public schools. They may also be employed in home based programs for children, in foster day care homes, or in the various services for children sponsored by industry or government. The program will also prepare the student for the vocation of parenting.

The program may be used as part of the 2 + 2 degree plan which allows the graduate to complete a bachelor's degree by taking an additional two years of college work. The degree may be a Bachelor of Science with a minor in Child Development, or a Bachelor of Arts in Vocational Home Economics Education with an emphasis in occupational child development.

<u>Required Courses</u>		<u>66 Sem. Hr</u>
English	104	Written English.....
	109	Tech. Report Writing.....
	207	Children's Literature.....
Allied Hlth.	103	Nursing Procedures for Pedology & Gerontology.....
Biology	170	Anatomy and Physiology.....
Economics	200	Economics.....
Education	220	Areas of Exceptionality in Special Education.....
Psych.	101	Intro. to Psychology.....
Speech Comm.	430	Speech Correction.....
Home Ec.	110	Elementary Nutrition.....
	130	The Child and Community.....
	131	Programs for Early Childhood....
	132	The Child and Community Prac....
	200	Special Topics: Practicum.....
	201	Principles of Food Prep.....
	230	Theory & Practice in Work with Young Children.....
	232	Practicum with Young Children...
	310	Family Life.....
	328	Cognitive Affective Dev.....
	330	Child Care & Development.....
	331	Adolescent Development.....
	332	Child Dev. Problems.....

CHILD CARE

Minor B.A. and B.S. Degree 25 Sem. Hr

<u>Required Courses</u>		
Home Ec.	130	The Child & Community.....
	131	Programs for Early Childhood...
	132	The Child and Community Prac....
	230	Theory and Practice in Work with Young Children.....
	232	Practicum with Young Children..
	330	Child Care & Development.....
	332	Child Development Problems.....

ective Hours to	be selected from the following..3
H.	103 Nursing Procedures Ped. & Ger...3
Education	220 Areas of Except. in Spec. Ed....3
	300 The Reading Process.....3
	424 Educational Tech.....3
English	207 Children's Literature.....3
Psych.	330 Developmental.....3
Home Ec.	110 Elementary Nutrition.....2
	310 Family Life.....3
	331 Adolescent Development.....2

LEGAL ASSISTANT (Associate in Applied Science)

This program is designed to provide the student with the training needed to assist lawyers with many aspects of legal work and to function as members of law offices on a level above the general office staff. The use of paralegal help is becoming an increasingly accepted practice in the legal profession. Indeed, in order to meet the increasing need for legal services in an economical and efficient manner, lawyers in both the private and public sector across the nation are turning more and more to the use of legal assistants in the performance of their duties.

The program is designed to develop skills in legal writing, research and analysis as well as an understanding of the basic concepts of law and the machinery involved in legal transactions. The program will emphasize those aspects of the law in which legal assistants are most often involved and will train legal assistants to organize materials essential to lawyers in making professional decisions, the preparation of documents necessary for the complete handling of client's affairs and in the preparation of tax returns.

<u>Required Courses</u>		65 Sem. Hr
Legal Assistant	100	Intro. to Paralegal Studies.....
	200	Legal Research.....
	201	Real Estate Law.....
	203	Criminal Law.....
English	104	Written English.....
	108	Advanced Written English....
Business	141	Business Mathematics.....
	201	Prin. of Accounting.....
	202	Prin. of Accounting.....
	306	Business Law.....
	307	Business Law.....
	353	Legal Office Administrative Management.....
	406	Fed. Income Tax Acctg: Individual.....
	407	Fed. Income Tax Acctg: (Partnerships & Corps)...
Business Ed.	213	Legal Typewriting.....
Economics	200	Economics.....
Psych.	101	Intro. to Psychology.....
Pol. Sci.	103	American Government.....
Sociology	110	Intro. to Sociology.....
*Electives.....		

*Electives must be approved by Program Adviser.

LEGAL ASSISTANT

Minor B.A. and B.S. Degree	18 Sem. Hr
<u>Required Courses:</u>	
Legal Assistant	100
	Intro. to Paralegal Studies3
Electives (Legal Specialty Courses).....	5

MUSIC MERCHANDISING (Associate in Applied Science)

This degree is intended to provide the music industry with qualified retail personnel in the area of musical merchandising and enable qualified students prepare themselves adequately for music merchandising careers. The employment needs and placement opportunities for competent musically trained personnel with a merchandising background are both regional and national.

In this program, the student will receive formal college courses and on-the-job training in approved business establishments. The student's work experience will be directly related to his formal college course work. Instruction at the college and on-the-job training will be correlated to provide the student with knowledge, skills, and attitudes to reach his career objective.

<u>Required Courses</u>		<u>69 Sem. Hrs.</u>
Business	141 Business Math	3
	201 Principles of Accounting	3
	202 Principles of Accounting	3
	205 Salesmanship	3
	300 Retailing	3
	305 Small Business Management	3
	308 Personnel Management	3
	312 Retail Field Experience	4
	320 Advertising	3
	105 Piano Class I	1
	105 Piano Class II	1
Music	109 Theory, Comprehensive	4
	110 Theory, Comprehensive	4
	139 Voice Class I	1
	169 or 173 or 172 I	1
	169 or 173 or 172 II	1
	169 or 173 or 172 III	1
	169 or 173 or 172 IV	1
	107, 141, 177to204 Applied I	1
	107, 141, 177to204 Applied II	1

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Music	107, 141, 177 to 204 Applied III
	107, 141, 177 to 204 Applied IV
	206 Music Appreciation for Majors
	211 String Class I
	213 Brass Class I
	215 Woodwind Class I
	217 Percussion Class I
	*251 Instrumental Repair and Maint I ...
	*252 Instrumental Repair and Maint II ..
English	104 Written English
	108 Advanced Written English
Speech Comm	101 Fundamentals of Speech Comm
Electives

*Course descriptions for Music 251 and 252 will appear in the next Catalog Supplement.

MODIFIED PROGRAMS

EMERGENCY MEDICAL SERVICES (Certificate in Applied Science)

This program which appears on page 98 of the 1978-80 Catalog is changed as follows:

Emergency Medical Services Program		34 Sem. Hrs.
English	104	3
EMS	101	4
	105	3
	200	4
	201	4
Biology	170	4
Psychology	101	3
Health	202	3
Sociology	110	3
A. H.	100	3

MEDICAL RECORDS TECHNICIAN (Associate in Applied Science)

This program which appears on pages 100-101 of the 1978-80 Catalog is changed as follows:

Semester 1

Medical Records Technician		66 Sem. Hrs.
A.H.	100 Medical Terminology	3
	101 Intro. to Health Care	1
RS	104 Medical Records Science I	3
iol	170 Anatomy and Physiology	4
ngl	104 Written English	3
us. Ed.	102 Intermediate Typewriting	2
lective --	Consent	<u>2</u>
		18

Semester 2

RS	105 Medical Records Science II	5
A.H.	102 Pathophysiology of Disease	3
ngl	109 Technical Report Writing	3
us. Ed.	211 Advanced Typewriting	2
oc	110 Introductory Sociology	<u>3</u>
		16

Summer

MRS	106	Medical Records Science Directed Practice I
-----	-----	--

Semester 3

MRS	205	Medical Records Science III
	206	Medical Records Science Directed Practice II
	214	Medical Typewriting
Psych.	101	Intro. to Psychology I
EDP	100	Intro. to EDP

Semester 4

MRS	207	Medical Records Science IV
	208	Medical Records Science Directed Practice III
	317	Medical Machine Transcription
Bus.	310	Statistics
	314	Office Management

*Nine hours of Directed Practice

ENGINEERING TECHNOLOGY (Associate in Science)

Add the following Power Technology Option under the present Power Option on page 117 of the 1978-80 Catalog (Note that this addition does not replace the existing Power Option.)

Power Technology (NADA Apprenticeship Program)

Tech	90-400	TEC X	Work Experience Seminar...
	90-401	TEC XI	Work Experience Lab.....
	94-105	PWR I	Engine Theory.....
	94-115	PWR II	Power Transfer Theory.....
	94-125	PWR VI	Integrated Automotive Systems.....
	94-205	PWR III	Carburetion and Ignition Theory.....
	94-215	PWR IV	Hydraulic and Suspension Systems.....
	94-225	PWR V	Electrical Systems and Air Conditioning.....

s	103	Automotive Parts Dept. Mgt.....	3
	104	Automotive Service Dept. Mgt.....	3
	141	Business Mathematics.....	3
			<u>38</u>

SOCIAL WORK
(Bachelor of Science)

Correct program as follows:

Major			
Social Work	210	Introduction to Social Work.....	3
	211	Interpersonal Skills Seminar.....	2
	300	Human Behavior and the Social Environment.....	3
	302	Social Work Practice.....	3
	304	Practice Interventions I.....	3
	400	Social Welfare Policies & Services.....	3
	402	Practice Interventions II.....	3
	404	Practice Interventions III.....	3
	412	Senior Seminar.....	2
	485	Practicum.....	1-9*
	488	Practicum.....	1-12*
Electives in Social Work.....			6
Required general studies and electives for the social work major:			
Psychology	101, 102.....		8
Political Science	103 and 204 or 205.....		6
Economics	200 or 201 and 202.....		3
History	108, 112.....		6
Psychology	101, 210, 300, 330.....		12
Sociology	110, 200, 301, 240, 305, 460.....		18
Sociology	450 or History 381 or English 351.....		3
Student must register for at least seven (7) hours.			

COURSES OF INSTRUCTION

ALLIED HEALTH

102. Pathophysiology of Disease three hours
Study of the disease process, terminology and association with the body structure.

103. Nursing Procedures for Pedology three hours
and Gerontology

Nursing and therapy procedures for home or center care of children and the elderly. Particular emphasis is placed on skills needed by day care aides, home health aides, nursing aides and parents.

BUSINESS ADMINISTRATION

103. Automotive Parts Dept. Management three hours
Theory related instruction to supplement apprentice's on-the-job training. An indepth study of parts numbering, storage, cataloging, retrieval, ordering, and stocking management techniques.

104. Automotive Service Dept. Management-three hours
Theory related instruction to supplement apprentice's on-the-job training. Topics include marketing techniques, financial analysis, personnel management, work scheduling and distribution, and use of pricing manuals.

360. Real Estate Principles and three hours
Practices

General introduction to real estate as a business and as a profession that is designed to acquaint the student with the wide range of subjects and terminology necessary to the practice of real estate. This introductory course in fundamentals will include the nature of real estate and ownership, principles and concepts of title transfer, title insurance, real estate marketing, financing, leasing, taxation, insurance, development, appraising, and state licensing.

w. The objective of the course is to equip the student with concepts needed to continue successfully future real estate courses, and to pass the real estate salesmen's license examination.

1. Real Estate Law three hours
A study of the principles of law governing the interests in real estate including acquisition, inheritance, transfer, rights and regulations thereof. The object of the course is to equip the student to analyze the legal consequences of various legal relationships and legal transactions, and to determine when an attorney should be consulted.
: Business 360 or consent of instructor.

2. Real Estate Appraisal three hours
An examination of the nature of real property value, the functions and purposes of appraisal, the functions and methods of estimating value with emphasis on residential market value. The objective of the course is to equip the student with minimum knowledge and skills necessary to demonstrate application of cost, income, and market data approaches to real property value.
: Business 360 or consent of instructor.

EMERGENCY MEDICAL SERVICES

0. Advanced Emergency Care four hours
A course devoted to the clinical phase of training. During this course the student will learn the application of various types of equipment and work within the hospital setting in critical care units.

HOME ECONOMICS

0. The Child and Community three hours
A course designed to help the student understand the sociocultural forces (community, government, technology, economic) that affect the young child; and to examine supportive services for children with various needs, as well as the role of the child development associate in carrying out these services.

131. Programs for Early Childhood three hours
 Historical background and present-day theories of early childhood programs. The infant and young child at home in children's centers. Relationships of children's centers. Relationship of children, parents, and communities. Administration of programs.
132. The Child and Community Practice four hours
 Observes the role of the middle-professional in the various agencies throughout the community and begins to work in the agency in a general sense.
200. Special Topics: Practicum three hours
 Utilizing knowledge from the adolescent development classes, the student will work with children fostering knowledge and learning.
230. Theory and Practices in Work with Young Children three hours
 A course designed to build competencies in paraprofessionals and workers with young children. Daily and long range program development with emphasis on continuity in learning experiences.
232. Practicum with Young Children three hours
 Utilizing knowledge from theory and practice, the student will plan programs and enrichment activities for children in various meetings.
332. Child Development Problems one-three hours
 Supervised experience in working with pre-school children. Appreciation of theory and research in planning programs, materials, and guidance to enhance development and learning in all areas of child development.
- PR: 330 or take 330 concurrently.

LEGAL ASSISTANT

. Introduction to Paralegal Studies three hours
This course will introduce the student to the role, functions and responsibilities of the legal assistant and will give the student an overview of the legal system. The student will become familiar with the following topics: the source, nature and meaning of the law; the American legal system; the various areas of the law in which the legal assistant will be called upon to work; lawyer and legal assistant functions, responsibilities and relationship; law office management; professional ethics and liabilities.

. Legal Research three hours
This course will train the student to engage in legal research. The student will learn to effectively use legal resources and will become familiar with the more commonly used systems of legal publications and classifications.

. Real Estate Law three hours
A practical study of West Virginia laws that pertain to real estate transactions. The course also includes governmental regulations that affect real estate transactions and construction.

. Estates and Trusts three hours
A study of the fundamental principles of the law of wills and trusts. This course will train students to assist the lawyer in the preparation of documents, the planning of estates, the preparation of wills and trusts, and the administration of estates.

. Criminal Law three hours
A study of the structure, definitions and interpretations of criminal statutes of particular interest. The course will cover the scope, purpose and definition of the criminal law in general, including the study of crimes against person, property and other offenses.

204. Family Law three ho

A study of the law of domestic relations includ marriage, marital contracts, annulments, separati divorce, child custody, child support, alimony, t consequences, adoption, guardianships, etc..., an a study of procedures required in such matters.

205. Litigation three ho

This course will train the student to assist th lawyer in the pre-trial, trial and post trial pro cess. The student will learn to prepare case pro files, to collect information and check the accur of information, to summarize depositions and test mony, to draft interrogatories, complaints, pleadg to organize documents and exhibits, to locate wit nesses, to prepare witnesses and to do legal resear

MEDICAL RECORDS TECHNOLOGY

Add courses and change course content on page 165 the 1978-80 Catalog as follows:

104. Medical Record Science I three ho

Orientation to the functions and duties of a Me ical Record Technician, National Organization, as well as job opportunities and educational/accredi ation requirements. Orientation to the Medical Record study of the basic medical record, analysi assembly and filing. Record forms as well as storage retrieval.

105. Medical Record Science II five ho

Interdepartmental relations, standards of accre ation, responsibility of hospital administration medical staff, numbering and filing systems. Fou hours lecture and two contact hours laboratory.

205. Medical Record Science III five ho

Study of mechanical activities in the medical r cords department, record forms, record preservati and storage, indexes and registers, coding and

king, statistics. Basic legal principles and application in the health field. Practical application of didactic 205, two contact hours laboratory.

105 and 106

Medical Records Science IV five hours
hospital statistics and research methods. Preparation of case studies and graphic presentation of medical data. Committee procedures and current legislation on health care. Diverse coding principles. Practical application of didactic 207, two contact hours laboratory.
205 and 206.

SOCIAL WORK

See content of courses on page 187 of the 1978-80 catalog as follows:

Introduction to Social Work three hours
study of the history and development of social and social welfare policy and services. Open to students.

Interpersonal Skills Seminar two hours
basic skills in interpersonal communication and the working relationship. Verbal, nonverbal, and writing skills of listening, observing, interviewing, record-keeping and data gathering will be stressed.
210 or consent of instructor.

Human Behavior and the Social Environment three hours
integration of the biological, cultural, psychological and social aspects of human behavior through a study of social systems.
211.

Social Work Practice three hours
introduction to the generalist concept of social practice. Emphasis on problem solving as a goal

directed process toward planned change with a range of client systems.

PR: 211.

304. Practice Interventions I three hours

Problem identification, assessment and evaluation with individual, family and group client systems. Interventive roles, techniques and strategies utilized by the generalist practitioner will be emphasized.

PR: 302.

400. Social Welfare Policies and Service three hours

Analysis of policy formulation and services implementation based on what has occurred in the past. Possible future reform in social welfare policy and services needed by our changing society. Existing policy and programs will be selected for review and analysis to determine who gets what, when and how.

PR: 302.

402. Practice Interventions II three hours

Interventive roles for problem identification, assessment, evaluation, and resolution with organization and community client systems.

PR: 302 and 485.

404. Practice Interventions III three hours

Policy and program designing for rural service delivery. Knowledge and skills in administrative roles and functions.

PR: 300 and 402.

412. Senior Seminar two hours

A seminar to integrate and review areas of content in the social work major.

PR: 488.

485. Practicum one-nine hours

An examination of the social welfare agency through an educationally directed, supervised field experience.

PR: 300 and 302.

3. Practicum one-twelve hours
an examination of the social welfare agency through
educationally directed, supervised field experience
304 and 400.

VETERINARY ASSISTANT TECHNOLOGY

0. Veterinary Laboratory Techniques III one hour
four hours of lecture or discussion once monthly.
students will discuss preceptorship and study clinical
techniques. To be taken concurrently with VAT

TECHNOLOGY

125. PWR VI. Integrated Automotive two hours
Systems
introduction into all systems of the automobile.
student will be able to identify components of
cooling, intake, ignition, charging, starting systems,

MISCELLANEOUS CHANGES AND CORRECTIONS

ACCREDITATION, p. 9

Delete "American Association of Community and Junior Colleges" from the fourth paragraph.

ALLIED HEALTH, pp. 11-13, 98

Change the fourth sentence under Community College Programs on page 11 to: "The only programs with limited admission are in the Division of Allied Health."

Change Department of Allied Health and Department Nursing under Admission Policy for Limited Enrollment Programs on page 12 to: Division of Allied Health

Add the following sentence under Physical Examination on page 13: "All Allied Health students must have physical examination prior to entering any Allied Health program; forms should be submitted to the Director of Admissions."

Add new heading and sentence after Admission Policy on page 98:

Physical Examination

All Allied Health students must have physical examination prior to entering any Allied Health program; forms should be submitted to the Director of Admissions.

ENGINEERING TECHNOLOGY B.S., p. 76

The following are "Required Related Courses" which were inadvertently omitted from the 1978-80 Catalog; however, these requirements were effective First Summer Term, 1978:

After the "Math" requirements, add:

Science

100, 102, 104	Physical Science	6
101, 102	Physics	8
101, 102	Chemistry	8

After the "EDP" requirement, add:

English 109	Technical Report Writing	3
-------------	--------------------------------	---

ENGINEERING TECHNOLOGY, p. 198

Change credit hours of following courses from four to three-four hours:

4-105	PWR I	Engine Theory
4-115	PWR II	Power Transfer Theory
4-205	PWR III	Carburetion and Ignition Theory
4-215	PWR IV	Hydraulic and Suspension Systems
4-225	PWR V	Electrical Systems & Air Conditioning

GENERAL STUDIES B.A. AND B.S. DEGREES, p. 39

After Biology 101, 102 add: or 103.

After Chemistry 101 and 102 delete: or 103

LAW ENFORCEMENT, pp. 119-120, 158-59

Change program designation from Law Enforcement to CRIMINAL JUSTICE on page 119 and change course designations to CRIMINAL JUSTICE on pages 158-59.

SC, p. 168

429. Advanced Woodwind Ensemble I-IV; 449. Advanced Woodwind Ensemble I-IV (last four semesters) one hour. Open to advanced woodwind students. Includes various Woodwind ensembles. PR: Audition.

RADIO/TELEVISION TECHNICIAN, p. 110

Change this program designation to RADIO/TELEVISION COMMUNICATION.

RECREATION LEADERSHIP, p. 122

Delete this program. Terminated by the Board of Regents.

RESPIRATORY THERAPY TECHNOLOGY, P. 185

Delete the following from RT 105: "Clinical internship two hours per week."

SOCIAL WORK, pp. 74-75

Change program designation from an Emphasis in Sociology to a Bachelor of Science in Social Work.

SPEECH COMMUNICATION, p. 190

After 130. Introduction to Broadcasting add: two hours.

Delete Speech Communication 300. Broadcast Practicum on pages 50 and 192.

THEATRE, p. 205

After 352. Theatre Workshop I-IV change: one-four years to one-four hours.

VETERINARY ASSISTANT TECHNOLOGY, p. 104

Add the following two courses to this program:

A.H. 101 Introduction to Health Care 1

VAT 203 Veterinary Lab Techniques III 1

Change program hours from 75 to 77.

the following pre-professional curriculum on page
f the 1978-80 Catalog:

is curriculum is designed to satisfy the course
irements for admission to the professional por-
of the curriculum in Physical Therapy offered
ne West Virginia University School of Medicine.
Core Curriculum requirements must be satisfied,
a total of 62 hours is required for admission to
first professional year. This suggested curricu-
plan allows latitude in career choice and is
cally compatible with various curricula in the
and sciences.

<u>1st Sem.</u>	<u>First Year</u>	<u>2nd Sem.</u>
Math 104.....3	English 108.....3	
Psychology 101...3	Psychology 102...3	
Chemistry 101...4	Chemistry 101...4	
Phys. Ed.....1	Phys. Ed.....1	
Electives*.....6	Electives*.....6	
<u>17</u>		<u>17</u>

<u>1st Sem.</u>	<u>Second Year</u>	<u>2nd Sem.</u>
Physics 101.....4	Physics 102.....4	
Biology 101.....4	Biology 102.....4	
Psychology 330..3	Psychology Elective...3	
Psychology 240..3	Speech Comm. 101.....3	
Electives*.....3	Electives*.....3	
<u>17</u>		<u>17</u>

Electives should be approved by the Pre-Physical
Therapy Adviser.

See the first three lines under "Sociology".

ALLIED HEALTH ADJUNCT FACULTY

Medical Laboratory Technology Program

United Hospital Center, Clarksburg

DeLaPena, Cordell; Medical Director; MD

Holt, Vera; Clinical Coordinator; MT (ASCP)

Fairmont Clinic

Koppel, Donald; Medical Director; MD

Burns, Joan; Clinical Coordinator; MT (ASCP)

Monongalia General Hospital, Morgantown

Nataro, Joseph; Medical Director; MD

May, Joyce; Clinical Coordinator; MT (ASCP)

Part-Time Faculty

Fairmont General Hospital

Ehrgott, William; Medical Director; MD

BioPreps, Fairmont

Moffa, David; Director; PhD

Medical Record Technician Program

Veterans Administration Medical Center, Clarksburg

Hernandez, Delores; Clinical Coordinator; ART

United Hospital Center, Clarksburg

Canada, Marcia; Department Head; RRA

Leichter, Deborah; Clinical Coordinator; RRA

West Virginia University Medical Center, Morgantown

Anderson, Cheryl; Clinical Coordinator; RRA

Monongalia General Hospital, Morgantown

Tharp, Beverly; Clinical Coordinator; ART

Fairmont General Hospital

Martinelli, Mary; Clinical Coordinator; ART

mont Clinic

usins, Rose; Clinical Coordinator; ART

ing Well Health Center, Fairmont
rroll, Lynn; Clinical Coordinator

iratory Therapy Technology Program

Virginia Univesity Medical Center
ironimus, Terring W. III; Program Medical
Director; MD
avinsky, Roy; Department Head

ed Hospital Center, Clarksburg
llotte, John A.; Medical Director RTT Dept.; MD
rweyer, Mary E.; Program Clinical Coordinator;
BS RRT

rans Administration Hospital, Clarksburg
bbiah, Balsumy; Medical Director RTT Dept; MD
tsy, David; Department Head

ngalia General Hospital, Clarksburg
ozick, David; Department Head; CRTT

mont Clinic

ynolds, Grace; Medical Director; MD
rris, Jean; Director Nursing Service; RN
berts, James; Department Head; RN

Primary Assistant Technology Program

ram Consultant:
vis, James; D.V.M.

In addition to the above listed personnel,
merous other employees of the clinical
affiliates have assisted in the supervision
o students.

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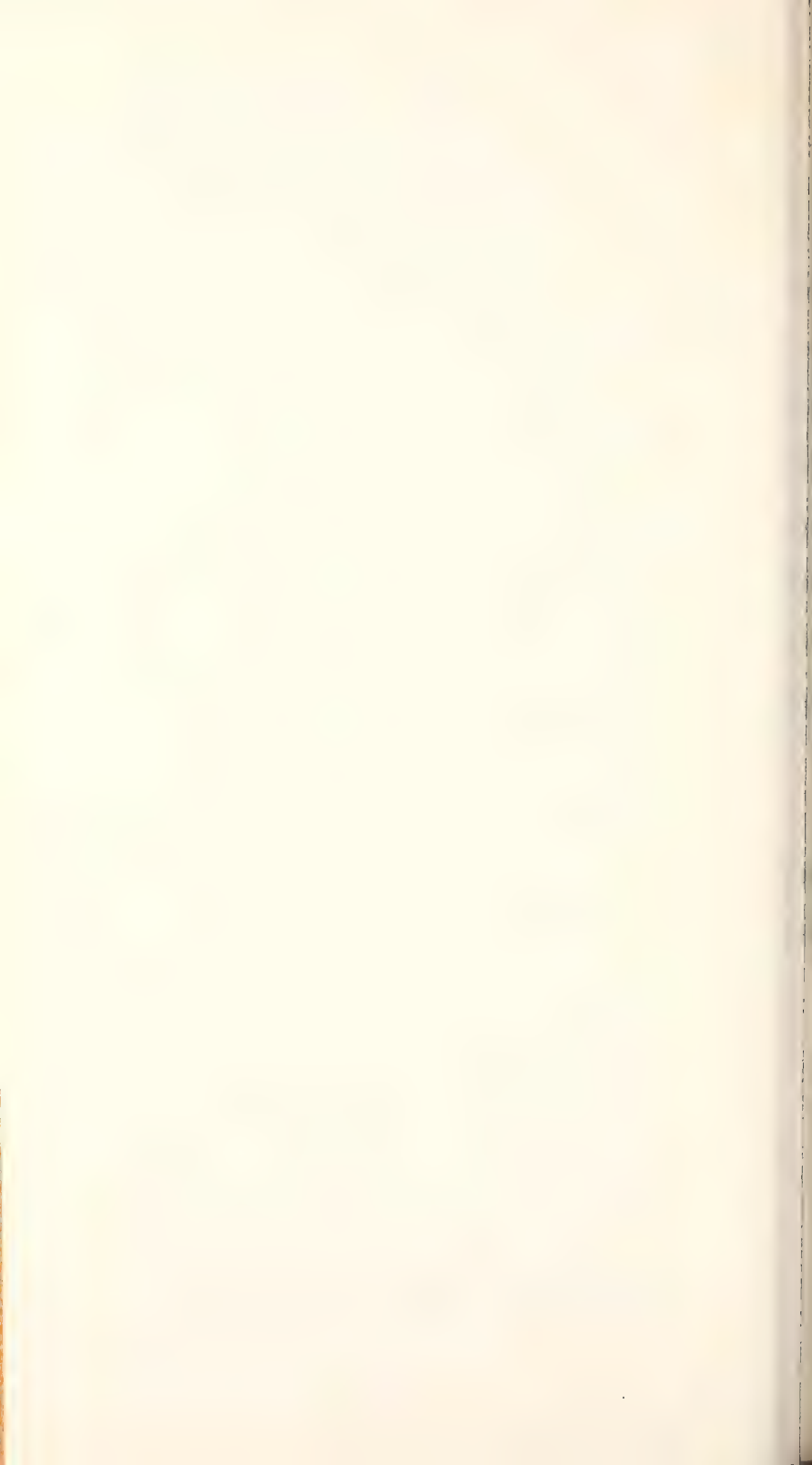
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FALL 1979

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CORRESPONDENCE DIRECTORY

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as
indicated below:

Admissions

For everything concerned with
the admission of students, in-
cluding requests for the college
catalog and other publications, Registrar and
academic credits, and informa- Director of
tion about fees Admissions

Administrative and General

College Policy President

The Faculty, Curricula, Vice President fo
Instruction, Summer Sessions Academic Affairs

Community College and
Continuing Education Community College

Guidance and Counseling Counseling Center

Housing Student Affairs

Scholarships, Loan Infor-
mation, and Student Financial Aid
Employment Officer

Vice President
for Finance and
College Fees Facilities

Director of
Publicity, Alumni Activities Public Relations

SUPPLEMENT TO THE FAIRMONT STATE COLLEGE
1978-80 CATALOG

following revisions, additions, and deletions
ould be considered as an integral part of the
8-80 Catalog.

VISITORS

itors are always welcome at Fairmont State College.
informal tour of the campus may be obtained for
se persons, especially for classes of high school
dents, who will notify the College in advance of
ir coming. Information may be obtained at the
ice of Student Affairs in the Administration
lding.

POLICY ON EQUAL OPPORTUNITY

rmont State College complies with the principles
Equal Opportunity, Affirmative Action, Title IX
the Education Amendments of 1972, and Section
of the Rehabilitation Act of 1973 which require
t there shall be no differences in treatment of
sons or access to facilities because of race,
igion, color, sex, age, national origin, or
dicap.

FEEES

(Changes on pages 21-22 of the 1978-80 FSC Catalog)

Rent:

Morrow, North, Pence Halls..... \$369.00 plus

Food Service:

All residents of Morrow, North, and Pence Halls are required to purchase a meal ticket for use in the

College Dining Hall..... \$460.00 plus
(May be purchased twice a semester at \$230.00 plus

Summer School Room and Food Service (1979)

*Food Service for five weeks..... \$140.00 plus

*Room double occupancy for five weeks..... \$100.00 plus

*Room single occupancy for five weeks..... \$110.00 plus

*Includes \$5.00 Linen Fee. Food service available contingent upon number of residents.

Breakage Fee:

This fee, less charge for any damage, is returned at the end of occupancy

period..... \$ 50.00

ACADEMIC PROBATION AND SUSPENSION
the following change on page 34 of the FSC Catalog):

ACADEMIC PROBATION

A student whose cumulative record indicates at least twenty hours attempted and a quality points deficit of ten or more is automatically placed on probation. Students on probation may take a full-time course load.

A student who is not suspended (see "Suspension" regulations below) is removed from probation only after he/she removes the quality points deficiency and achieves an overall grade point average of 2.0 or better.

ACADEMIC SUSPENSION

The suspension list, which is compiled annually at the conclusion of the spring semester, applies only to those students who have attempted at least 58 hours and who have a quality points deficiency of at least twenty or more.

Suspension is for one semester. A student who attends summer school and reduces his/her deficiency to nineteen or fewer quality points shall be permitted to register as a full-time student in the fall.

During the semester of suspension, a student is permitted to take a maximum of seven credit hours.

After the one-semester suspension period, a student may apply for full-time readmission. A readmitted student or a transfer student admitted on probation may continue as long as he/she incurs no additional quality point deficit.

Three suspensions from any institution(s) of higher education are final.

PROGRAM ADDITIONS

ALLIED HEALTH ADMINISTRATION (Division of Allied Health)

This is a comprehensive program which is designed to provide practicing clinical level health professionals with the education to become lower and middle level supervisors and managers in health care agencies. It is specifically designed for allied health practitioners with an Associate in Science or Associate Applied Science Degree who need administrative skills. In essence this is a 2+2 program with five options: (1) Medical Laboratory Technology; (2) Medical Records Technician; (3) Nursing; (4) Respiratory Therapy Technology; and (5) Veterinary Assistant Technology. Successful completion of the applicable associate degree curriculum constitutes the first two years of this program; the curricula for the third and fourth years for each of the options follow:

MEDICAL LABORATORY TECHNOLOGY (Bachelor of Science)

Course Requirements

132 sem. h.

Semester 5

English 250	Survey of English Literature.....	1
Social Science/History.....		1
Art 255	Art Appreciation	
or	or	
Music 205	Music Appreciation.....	2
A. H. 100	Medical Terminology.....	3
A. H. 101	Introduction to Health Care System	1
A. H. 104	Medical Record Science I.....	3

Semester 6

ish 260	Survey of American Literature...	3
al Science/History.....		3
ical Ed. (Any Basic Activity).....		1
. 102	Pathophysiology of Disease.....	3
308	Personnel Management.....	3
tive	(Consent of adviser).....	<u>3</u>
		16

Semester 7

al Science/History.....		3
ch 100	Intro. to Speech Communication..	3
. 301	Health Care Organizations.....	3
309	Organization & Management.....	3
306	Business Law.....	<u>3</u>
		15

Semester 8

314	Office Management.....	3
. 200	Economics.....	3
. 302	Mgmt. Prob. of Hlt. Care	
	Delivery Sys.....	3
. 401	A. H. Practicum & Seminar.....	4
310	Statistics.....	<u>3</u>
		15

MEDICAL RECORDS TECHNICIAN (Bachelor of Science)

se Requirements

129 sem. hrs.

Semester 5

ish 108	Advanced Written English.....	3
al Science/History.....		3
nce/Math.....		2-3
hology 305	Social Psychology.....	3
308	Personnel Management.....	3
tive	(Consent of adviser).....	<u>3</u>
		17-18

Semester 6

English 250	Survey of English Literature...
Social Science/History.....	
Science/Math.....	
Bus. 309	Organization & Management.....
Econ. 200	Economics.....
Bus. Ed. 103	Records Management.....

Semester 7

English 260	Survey of American Literature..
Science/Math	(If not fulfilled above).....
Physical Ed.	(Any basic activity).....
A. H. 301	Health Care Organizations.....
Bus. 306	Business Law.....
Bus. Ed. 251	Business Communications.....

Semester 8

Speech 100	Intro. to Speech Communication.
Art 255	Art Appreciation
or	or
Music 205	Music Appreciation.....
A. H. 302	Mgmt. Prob. of Hlt. Care
	Delivery Sys.....
A. H. 401	A. H. Practicum and Seminar....
Elective	(Consent of adviser)

NURSING
Bachelor of Science

Course Requirements

138 sem. hrs.

Semester 5

English 250	Survey of English Literature.....	3
255	Art Appreciation	
or	or	
Music 205	Music Appreciation.....	2
Physical Ed.	(Any basic activity).....	1
H. 101	Intro. to Health Care System.....	1
H. 104	Medical Record Science I.....	3
. 308	Personnel Management.....	3
Psychology 305	Social Psychology.....	3
		<u>16</u>

Semester 6

English 260	Survey of American Literature.....	3
History/Social Science	3
Active (Consent of Adviser)	3
H. 103	Nsg. Procedures for Pediatrics & Gerontology.....	3
H. 105	Medical Record Science II.....	5
		<u>17</u>

Semester 7

Physical Science 100	Scientific Methodology.....	2
Speech 100	Intro. to Speech Comm.....	3
H. 301	Health Care Organizations.....	3
. 309	Organization & Management.....	3
. 306	Business Law.....	3
. Ed. 251	Business Communications.....	2
		<u>16</u>

Semester 8

Physical Science

100	Scientific Methodology.....
or	or
101	Astronomy.....
or	or
102	Chemistry.....
or	or
103	Geology.....
or	or
104	Physics.....
A. H. 302	Mgmt. Prob. Hlt. Care Del. Sys...
A. H. 401	A. H. Practicum & Seminar.....
Econ. 200	Economics.....
Bus. 141	Business Math.....

RESPIRATORY THERAPY TECHNOLOGY Bachelor of Science

Course Requirements

142 sem. h

Semester 5

English 108	Advanced Written English.....
Chemistry 102	General Chemistry.....
or	or
Math	(Above 111).....
A. H. 100	Medical Terminology.....
A. H. 101	Intro. to Health Care System.....
A. H. 104	Medical Record Science I.....
Elective	
or	
EDP 100	Intro. to Electronic Data Proc...

Semester 6

English 250	Survey of English Literature....
Social Science/History.....	
Speech 100	Intro. to Speech Communication..
Bus. 308	Personnel Management.....
A. H. 102	Pathophysiology of Disease.....

Semester 7

ish 260	Survey of American Literature.....	3
al Science/History.....		3
. 301	Health Care Organizations.....	3
309	Organization & Management.....	3
306	Business Law.....	3
ology 305	Social Psychology.....	<u>3</u>
		18

Semester 8

al Science/History.....		3
. 302	Mgmt. Prob. Hlt. Care Del. Sys.....	3
. 401	A. H. Practicum & Seminar.....	3
ical Ed.	(Any basic activity).....	1
. 200	Economics.....	3
255	Art Appreciation	
	or	
c 205	Music Appreciation.....	<u>2</u>
		15

VETERINARY ASSISTANT TECHNOLOGY
Bachelor of Science

se Requirements 140 sem. hrs.

Semester 5

ish 250	Survey of English Literature.....	3
al Science/History.....		3
ical Ed.	(Any basic activity).....	1
. 104	Medical Record Science I.....	3
ology 305	Social Psychology.....	3
308	Personnel Management.....	3
tive	(Consent of adviser).....	<u>3</u>
		16

Semester 6

English 260	Survey of American Literature...
Chemistry 102	General Chemistry.
Art 255	Art Appreciation
or	or
Music 205	Music Appreciation.....
A. H. 102	Pathophysiology of Disease.....
A. H. 105	Medical Record Science II.....

Semester 7

Social Science/History.....	
A. H. 301	Health Care Organizations.....
Bus. 309	Organization & Management.....
Econ. 200	Economics.....
Bus. Ed. 251	Business Communications.....

Semester 8

Social Science/History.....	
A. H. 302	Mgmt. Prob. Hlt. Care Del. Sys..
A. H. 401	A. H. Practicum & Seminar.....
Bus. 306	Business Law.....
English 108	Advanced Written English.....

BUSINESS

(Division of Commerce)

(The following Option for an Associate in Applied Science degree was approved with other Business options which appear in the Fall 1978 Supplement)

*BANKING OPTION

Required Courses	66 sem.
Business 102	Intro. to Business.....
Business 141	Business Math.....
Business 201	Principles of Accounting.....

ness 202	Principles of Accounting.....	3
ness 306	Business Law.....	3
ness 307	Business Law.....	3
ness 308	Personnel Management.....	3
ness 314	Office Management.....	2
ness 320	Advertising.....	3
ness 380	Principles of Bank Operations.....	3
ness 381	Mgmt. of Commercial Bank Funds....	3
ness 382	Credit Administration.....	3
ness 401	Business Finance.....	3
ness Ed. 251	Business Communications.....	2
ness Ed. 311	Office Machines.....	2
100	Intro. to Electronic Data Proc....	3
omics 201	Econ. Principles and Problems.....	3
omics 202	Econ. Principles and Problems.....	3
omics 303	Money Credit and Banking.....	3
ish 104	Written English.....	3
ish 109	Technical Report Writing.....	3
hology 101	Intro. to Psychology.....	3
ch Comm. 100	Intro. to Speech Communication....	3

be implemented when certified by the American
 titute of Banking.

GRAPHICS/FINE ARTS (Division of Fine Arts)

This is a 2+2 program in which successful com-
 ion of the associate degree in Commercial Design/
 nics constitutes the first two years of this
 elor's degree program. It is designed to provide
 ning and skills beyond the associate degree level
 the graphic artist, layout artist, illustrator,
 rtising designer, and for those positions in the
 ting industry that combine the skills of artist-
 at-graphic arts.

GRAPHICS/FINE ARTS
(Bachelor of Science)

Course Requirements

*92 sem. h

Art 140	Art Structure & Applied Design...
Art 141	Art Structure & Applied Design...
Art 142	Drawing.....
Art 155	Theory of Art.....
Art 199	Special Topics in Art.....
Art 241	Drawing from Life.....
Art 261	Painting.....
Art 283	Modeling & Sculpture.....
Art 341	Graphics.....
Art 368	Painting in Watercolor.....
Art 378	Nineteenth Century & Contemp. Art History.....
Art 467	Area Studies.....
Tech. 99-100	Design.....
Tech. 98-100	Printing Processes.....
Tech. 98-200	Composition & Photo. Mech. Prep.
Tech. 98-210	Image Transfer Mechanisms.....
Tech. 98-220	Estimating.....
Tech. 98-230	Layout and Design.....
Tech. 98-240	Graphic Arts Photography.....
Tech. 98-260	Practicum.....
Tech. 98-300	Continuous Tone Photography.....
Tech. 98-310	Adv. Continuous Tone Photography.
Tech. 98-320	Adv. Composition & Photo. Mech. Prep.....
Tech. 98-330	Adv. Layout & Design.....
Tech. 98-410	Printing Techniques.....
Bus. Ed. 101	Beginning Typewriting
or	or
Bus. Ed. 102	Intermediate Typewriting.....
Speech Comm. 277	Television Graphics.....
Journ. 240	Reporting.....
Journ. 320	Advertising.....
Journ. 343	Copy Editing & Make-up.....
Journ. 312	Publication Problems.....

*In addition to these 92 program hours, the student

complete the B. S. General Studies Requirements.

PHYSICAL EDUCATION
(Division of Health, Physical Education,
Recreation, and Safety)

Curriculum for Teaching Specialization
in Physical Education

ect Specialization K-12 43 sem. hrs.

t Science	
Ed. 211	Anatomy and Physiology..... 4
Ed. 212	Physiology of Exercise..... 3
Ed. 313	Mechanical Analysis..... 3
Ed. 318	Sport Social Psychology..... 3
t Theory	
Ed. 121	Introductory Seminar..... 2
Ed. 222	Foundations of Educational Sport.. 2
Ed. 223	Evaluation of Inst. in Sport..... 3
Ed. 324	Educational Sport..... 3
Ed. 325	Psychomotor Analysis Lab..... 3
t Laboratory	
Ed. 231	Early Psychomotor Activities..... 2
Ed. 232	Basic Aquatics
or	or
Ed. 233	Advanced Aquatics-Lifesaving..... 2
Ed. 234	Field Sports I..... 2
Ed. 235	Court Sports I..... 2
Ed. 236	Field Sports II..... 2
Ed. 237	Court Sports II..... 2
ed Requirements	
204	Health/Safety Seminar..... 3
Ed. 431	Methods and Materials in Teaching Physical Education..... 2

TECHNOLOGY

(Division of Technology)

This College now offers a 2+2 program in Architectural Technology. The first four semester which follow constitute the requirements for the associate degree. (The requirements of the bachelor degree--the third and fourth years--follow the requirements of the associate degree.)

Two-Year Architectural Technology 67 sem. hr

Semester 1

English 104	Written English.....	3
Mathematics 101	Applied Technical Math I.....	3
Physical		
Science 100	Scientific Methodology.....	2
Physical		
Science 102	Chemistry.....	2
Tech. 90-100	Tech. and Society.....	2
Tech. 99-100	Design.....	2
Tech. 93-100	Processes.....	2
Tech. 92-100	Electronics.....	2

Semester 2

English 108	Advanced Written English.....	3
Mathematics 102	Applied Technical Math II.....	3
Physical		
Science 104	Physics.....	2
Art 140	Art Structure & Applied Des.....	3
Tech. 94-100	Mechanics.....	2
Tech. 95-100	Energy Systems.....	2
Tech. 91-100	Materials Science.....	2

Semester 3

English 109	Technical Report Writing.....	3
EDP 100	Intro. to Electronic Data Proc...	3
Tech. 99-200	Graphics.....	3
Tech. 99-210	Design I.....	4
Tech. 99-220	Construction I.....	4

Semester 4

93-250	Pers. Problems.....	3
97-201	Occupational Safety.....	3
99-230	Arch. History.....	3
99-240	Structures.....	3
99-250	Design II.....	<u>3</u>
		15

Engineering Technology 130 sem. hrs.
(See the 1978-80 FSC Catalog for the "Required
Related Courses" and the "General Studies"
component for this program.)

Entration

Architectural Technology

00 ARC I	Graphics.....	3
10 ARC II	Design I.....	4
20 ARC III	Construction I.....	4
30 ARC IV	Architectural History.....	3
40 ARC V	Structures.....	3
50 ARC VI	Design II.....	3
00 ARC VII	Architectural Materials.....	3
10 ARC VIII	Construction II.....	3
00 ARC IX	Design III.....	<u>4</u>
		30

MODIFIED PROGRAMS

HISTORY (Bachelor of Arts)

Major	36 sem. H
Required Courses	
History 107, 108	United States History.....
History 111, 112	History of Civilization.....
Elective Courses.....	

*Twenty-four semester hours in history are to be elected with the adviser's approval but must include at least two courses from each of the three groups listed below.

Minor	24 sem. H
Required Courses	
History 107, 108	United States History.....
History 111, 112	History of Civilization.....
Elective Courses.....	

*Twelve semester hours in history are to be elected with the adviser's approval but must include at least one course from each of the three groups listed below.

*The "three groups listed below"--Group I, II, and III--cited in these two statements are located on pages 70-71 of the 1978-80 FSC Catalog.

*MEDICAL RECORD TECHNICIAN (Associate in Applied Science)

(The following revised curriculum supersedes that on pages 100-101 of the 1978-80 Catalog)

Required Courses	66 sem. H
	<u>Semester 1</u>
A. H. 100	Medical Terminology.....
A. H. 101	Intro. to Health Care.....

. Rec.	
ci. 104	Medical Record Science I..... 3
. Rec.	
ci. 103	Directed Practice..... 1
lish 104	Written English..... 3
logy 101	Intro. to Biology..... 4
chology 101	Intro. to Psychology..... <u>3</u>
	18

Semester 2

logy 170	Anatomy and Physiology..... 4
. Rec.	
ci. 105	Med. Rec. Science II..... 5
. Rec.	
ci. 106	Directed Practice..... 2
. Rec.	
ci. 109	Hospital Statistics..... 3
. Rec.	
ci. 317	Med. Machine Transcription..... <u>2</u>
	16

Semester 3

H. 102	Pathophysiology of Disease..... 3
. Rec.	
ci. 205	Med. Rec. Science III..... 5
. Rec.	
ci. 206	Directed Practice..... 3
lish 108	Advanced Written English..... 3
100	Intro. to Electronic Data Proc.... <u>3</u>
	17

Semester 4

. Rec.	
ci. 207	Med. Rec. Science IV..... 5
. Rec.	
ci. 208	Directed Practice..... 3
. Rec.	
ci. 209	Seminar..... 2
ness 214	Office Management..... 2
ology 110	Intro. to Sociology..... <u>3</u>
	15

approval of this revised curriculum pending.

NEW COURSES OF INSTRUCTION

ALLIED HEALTH

104. Medical Record Science I three hours
Orientation to the functions and duties of a Medical Record Technician, National Organization as well as job opportunities and educational/accreditation requirements. Orientation to the Medical Record Study of the basic medical record, analysis assembly and filing. Record forms as well as storage retrieval.

105. Medical Record Science II five hours
Interdepartmental relations, standards of accreditation, responsibility of hospital administration, medical staff, numbering and filing systems. Four hours lecture and two contact hours laboratory.
PR: 104

301. Health Care Organizations three hours
Organization, current legislation, roles and relationships of the health care professions are discussed in detail. Emphasis is placed upon roles of hospital management. Factors of comprehensive health care, hospitals, and extended care facilities. Responsibility of the health care agency regarding competent and responsible care of patients is defined. Organization patterns in health care agencies, as well as contributions of health professionals and paraprofessionals in meeting human needs will be emphasized.
PR: 101.

302. Management Problems of the Health Care Delivery System three hours
Fiscal, legal, supervisory having specific problems to health care facilities is discussed. Emphasis will be placed upon medical records and utilization review, as well as the role and limitations of the hospital in the health care system. Inadequate access of health care delivered to all Americans is discussed, with emphasis on the problems of poverty and the elderly

regarding health delivery. PR: 101, 104, 105, 301.

1. Allied Health Practicum and Seminar

three-seven hours
Practical situations in relevant managerial programs will be available in various health care agencies such as nursing homes, hospitals, public health departments, mental health departments, and outpatient clinics will occur. The practicum will be adapted to the student's individual needs and career goal. Seminars will be used to present oral and written report of projects assigned by program coordinators and supervising agency. This experience will be supplemented with relevant planned field trips, guest lectures, and presentation lectures designed to enhance the activities of previous classroom instruction. Eight contact hours each week. PR: 101, 104, 105, 301.

BUSINESS ADMINISTRATION

10. Principles of Bank Operations three hours
This course presents the fundamentals of bank operations in a descriptive fashion so that the beginning banker may acquire a broad (and operational) perspective. The descriptive orientation is intentional. Banking is increasingly dependent upon personnel who have the broad perspective so necessary for career advancement.

11. Management of Commercial Bank Funds

three hours
This course deals with those necessary principles from which the student can derive an adequate philosophy of funds management. Differences between practices in large banks and smaller institutions are pointed out so that this course is useful to bankers in institutions of all sizes.

*382. Credit Administration three hours

This course, directed toward the executive level, concerns itself with a statement and a discussion of factors influencing and determining loan policy. Methods of credit investigation and analysis, credit techniques, specific credit problems, and regular as well as unusual types of loans are discussed.

**390. Human Behavior in Organizations three hours

The purpose of the course is to introduce the student to the problems of human behavior in the organizational setting and the approaches available for solving these problems. The course will examine the theories on individual, interpersonal and group behavior in organizations, and will follow this with considerations of how organizations may be designed to utilize the talents of the individuals, and how managers may make use of the theories of motivation, communication, and interaction in accomplishing the objectives of the organization.

*Implementation pending.

**Final approval of this course pending.

FOUNDATIONS

102. Basic Reading Skills two hours

Individualized and group instruction in the basic techniques of reading, including word recognition and vocabulary skills and comprehension skills. Students demonstrating weaknesses in reading will be encouraged to enroll.

HEALTH

204. Health/Safety Seminar three hours

A comprehensive analysis of the development of concepts essential for competence in healthful school living, and the maintenance of a safe lifestyle. The experience will also involve the development of essential first aid skills to meet emergency situations that may develop.

HUMAN SERVICES

College Orientation one hour
This course is designed to acquaint entering freshmen with various academic, economic, and social aspects of college life, including student services as the academic advising system. This course is offered on a credit/non-credit basis.

*MEDICAL RECORDS TECHNOLOGY

Directed Practice one hour
The student will put into practice the content of the medical record as well as the admission procedures in a health care institution.

5. Directed Practice two hours
The student will continue to practice the content of the record as well as to note deficiencies. Will be able to practice the transcription as done within a health-care institution. Statistical reports.

Medical Record Transcription two hours
The student will learn to transcribe the material dictated within a health-care institution. The use of various types of dictating equipment.

Hospital Statistics three hours
The student will learn the methods of computing the statistics of health care institutions as well as the major areas for this material. Basic statistics will be introduced as applicable to a health care institution.

Approval of these four MRT courses pending.

This course supersedes MRT 106 on page 165 of the 1978-80 Catalog.

MUSIC

207. Beginning Recorder two h

An introduction to music through learning to play the recorder. Music goals include the acquisition of skills in note reading, rhythmic reading, solo and ensemble playing styles, using music by composers from Medieval, Renaissance, Baroque, Classic, and contemporary style periods. Academic goals include the acquisition of knowledge about the historical periods of music and the relationship of music to other arts and to world events.

PHYSICAL EDUCATION

(The following two courses supersede Physical Education 100 on Page 173 of the 1978-80 Catalog.)

100. Basic Physical Education one h

Analysis and application of the rules, boundaries, strategies and psychomotor skills characteristic of a variety of sport forms. Offered in eight-week sessions.

101. Basic Physiological Conditioning-Health one h

Analysis, application and integration of basic physical conditioning and health concepts. Offered in eight-week sessions.

231. Early Psychomotor Activities two h

The analysis and application of the psychomotor skills and patterns characteristic of sport leadership games and the dance. PR: Ph. Ed. 121. This course supersedes Ph. Ed. 231 on Page 174 of the 1978-80 FSC Catalog.)

325. Psychomotor Analysis Lab three h

The application and analysis of teaching models and evaluation techniques to a sport environment in order to facilitate affective, cognitive, and psychomotor

ing outcomes. PR: Ph. Ed. 324 and 231. (This
e supersedes Ph. Ed. 325 on Page 174 of the
80 FSC Catalog.)

POLITICAL SCIENCE

The American Presidency three hours
purpose of this course will be to introduce the
nt to the institution of the American Presidency.
course will be a comprehensive survey of the
dency. An attempt will be made to examine several
ts of the office and to expose the student to a
ty of views about the Presidency.

RESPIRATORY THERAPY TECHNOLOGY

following three courses supersede RT 201 and 203
ge 185 of the 1978-80 FSC Catalog.)

Respiratory Therapy Procedure I three hours
roduction to basic Respiratory Therapy equipment
rocedures. Lectures on medical gas therapy,
ity and aerosol therapy, chest physical therapy,
mittent positive pressure breathing, and chest
cal examination. Co-requisite: 202. PR: 102,
104 and 105.

Respiratory Therapy Procedure II three hours
anced Respiratory Therapy equipment and
dures. Lectures on airway care and establishment,
nical ventilation, and other life support and
oring techniques. PR: 201 and 202.

Intensive Respiratory Care three hours
tures on the care of the patient in need of
ced life support, the management of the patient
ute cardiorespiratory failure, and the use of
ced invasive and non-invasive monitoring
iques.

TECHNOLOGY

99-200 ARC I. Graphics three hours

This course demonstrates the various visual techniques used in design presentations. The student will practice lettering, projections and 3-dimensional drawing. Water color, acrylic and pencil techniques will be applied to graphic presentation. PR: DRF I, MEC I, MAT I. CR: ART 140.

99-210 ARC II. Design I four hours

A basic course in design philosophy representing visual perception, imaginative ability and understanding spatial relationships. Introduction to studies in basic human and environmental determinants of form as determined by site, climate and personal need. PR: ARC I.

99-220 ARC III. Construction I four hours

A study of building materials, their properties and use. Emphasis is placed on the method and pattern of fabrication. PR: ARC I.

99-230 ARC IV. Architectural History three hours

A study of architectural development from Pre-Egyptian through modern man. Equal emphasis will be given to both the building and the architect. PR: ARC I, II, III.

99-240 ARC V. Structures three hours

Introduction to structural systems and engineering mechanics. The student will study dynamics and structures equilibrium, shear and moment diagrams as applied to concrete, wood and steel design. PR: ARC I, II, III. CR: ARC IV.

99-250 ARC VI. Design II three hours

Students will design and graphically present small design projects. The final product will be a small building complex. PR: ARC I, II, III. CR: ARC V.

300 ARC VII. Architectural Materials three hours
beginning exploration into the nature of basic construction materials, their inherent characteristics behavior relative to the natural and man-made environments in which they are required to work.

ARC I, II, III, IV, V, VI.

310 ARC VIII. Construction II three hours
introduction to site analysis, mechanics of materials wood/steel systems. PR: ARC VII.

400 ARC IX. Design III four hours
exploration of the dwelling unit generated by interpersonal relationship, site, climate and materials. PR: ARC VIII.

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COURSE REVISIONS

SPEECH COMMUNICATION COURSE REVISIONS

Numerous changes have been made in these courses. list indicating number and title changes follows.

A. The "number" in parentheses is the former course number.

B. An "asterisk" by the course title indicates a new title.

<u>COURSE NUMBER</u>	<u>COURSE TITLE</u>	<u>HOU</u>
100 (101)	Intro. to Speech Communication*....	3
105	Voice and Diction.....	3
107	Speech Improvement.....	2
152	Basic Speech & Hearing Science.....	3
153	Phonetics	3
154	Anatomy of Speech & Hearing Mechanism.....	3
171 (130)	Introduction to Broadcasting.....	2
173 (134)	Radio/Television Production.....	4
199	Special Topics in Speech Comm.....	1 2
221 (210)	Classroom Communication*.....	3
233 (240)	Interpersonal & Small Group Comm.*	3
241 (243)	Argumentation & Debate.....	3
249 (244)	Intercollegiate Debate Practicum I-IV.....	1 4
270 (200)	Radio/Television Announcing.....	3
271 (201)	Broadcast Practicum.....	2
272 (202)	Broadcast Practicum.....	2
273 (203)	Broadcast Practicum.....	2
274 (204)	Braodcast Practicum.....	2
276 (206)	Television Make-up.....	1
277 (207)	Television Graphics.....	2
278 (208)	Broadcast Studio Maintenance.....	2
279 (250)	Broadcast Continuity Writing.....	3
299	Field Study/Seminar.....	6
337 (237)	Persuasive Communication*.....	2
345 (245)	Oratory.....	1
371 (303)	Advanced Radio/Television Production.....	4

<u>SE NUMBER</u>	<u>COURSE TITLE</u>	<u>HOURS</u>
(395)	Independent Study in Broadcast Production.....	3-6
(401)	Extemporaneous Speaking.....	1
	Materials & Methods of Teaching Speech Communication & Theatre..	2
(402)	Public Speaking Practicum I-IV.....	1-8
(444)	Intercollegiate Debate Practicum I-IV.....	1-4
(430)	Speech Correction.....	3
(440)	Directed Studies in Speech Comm....	1-4

Additional Speech Communication Changes

Listening Skills one hour
 one-hour course in listening behavior. The course
 examine the research available concerning human
 ening and information processing with emphasis
 selectivity behavior and cognitive structuring.
 course will include exercises designed to improve
 ening ability and skills.

Non-Verbal Communication two hours
 two-hour course in the non-verbal component of
 ch communication. The course will examine the
 n body as a message carrier; the message
 acteristics of space, time, and artifacts; and
 lly, the functions of non-verbal communication
 t affects first impressions, relational
 nication, and interaction.

Language in Speech Communication three hours
 study of verbal coding for communication. Focuses
 the functions of language in oral communication,
 ries of oral language acquisition and behavior
 the special problems involved in oral language
 ng for audiences. PR: Speech Communication 100
 onsent.

361. Speaking for Business and Professionals

three ho

This course is designed to meet the special need for speech skills in business and professional fie This course will focus on problems of research, organization, and presentation of information. Special attention will be given to the techniques giving directions, interviewing, persuasion, small group communication, and public speaking.

PR: Speech Communication 100 or Consent.

369. Communication in Organizations

three ho

The course, "Organizational Communication", will study the nature of communication in organizations and the skills necessary to communicate effectively in the organizational setting. This course will cover the organization as a communication system, formal and informal systems, serial communication, networks, alternative communication systems, interpersonal and organizational communication skills, communication problems and strategies in organization

PR: Speech Communication 100 or Consent.

THEATRE COURSE REVISIONS

rous changes have been made in these courses. A indicating number and title changes follows:

- A. The "number" in parentheses is the former course number.
- B. An "asterisk" by the course title indicates a new title.

<u>SE NUMBER</u>	<u>COURSE TITLE</u>	<u>HOURS</u>
(120)	Theatre Appreciation.....	2
(151)	Theatrical Production*.....	2
(152)	Theatre Workshop I-IV.....	1-4
	Special Topics in Theatre.....	1-12
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Additional Theatre Changes

110. Introduction to Theatre two ho

Required of all Theatre Arts and Technology majors and minors. An overview of the purposes and organization of the theatre and allied areas and the functions of all of the jobs related to a theatrical presentation: artistic, performer, director, designer, technicians, and "front-of-house" operation and introduction to the theatre as a profession: professional organizations and securing employment. First semester only.

114. Body Training and Stage Movement two ho

Required of all theatre majors and minors. Care, control, and use of the body as an instrument basic to performance (acting, singing, and dancing). Second semester only.

140. Theatrical Production two ho

Two hours lecture and two two-hour laboratory practicums per week. Principles, techniques, and practice in the organization, planning, execution of technical theatre, including scenography, properties, lighting, sound, costumes, and stage management. Alternate semesters.

148. Theatre Workshop I-IV. one-four ho

Crew work assigned to Masquers productions, and any other staged events. Opportunities for varied experiences in technical theatre, including scenic construction, properties, sound, and costuming. Open to freshmen and sophomores.

160. Technical Theatre Practicum: Costuming I one ho

Practical experience in varied aspects of costuming through work assigned to Masquers productions or other staged events. Open to freshmen and sophomores.

Technical Theatre Practicum: Lighting I
one hour
practical experience in varied aspects of lighting
ough work assigned to Masquers productions or other
ed events. Open to freshmen and sophomores.

Technical Theatre Practicum: Properties I
one hour
practical experience in varied aspects properties
ough work assigned to Masquers productions or
er staged events. Open to freshmen and sophomores.

Technical Theatre Practicum: Scenic I one hour
practical experience in varied aspects of scenic
k through work assigned to Masquers productions or
er staged events. Open to freshmen and sophomores.

Technical Theatre Practicum: Sound I one hour
practical experience in varied aspects of sound
ough work assigned to Masquers productions or other
ed events. Open to freshmen and sophomores.

Theatre Workshop I-IV one-four hours
redit work assigned to Masquers productions, and/or
other staged events. Opportunities for varied
periences in technical theatre, including scenic
struction, properties, sound, and costuming. Open
uniors and seniors.

Technical Theatre Practicum: Costuming II
one hour
practical experience in varied aspects of costuming
ough work assigned to Masquers productions or other
ed events. Open to juniors and seniors.

2 Technical Theatre Practicum: Properties II
one hour
practical experience in varied aspects of light
ough work assigned to Masquers productions or other
ed events. Open to juniors and seniors.

364. Technical Theatre Practicum: Lighting II one h
 Practical experience in varied aspects of proper through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
366. Technical Theatre Practicum: Scenic II one h
 Practical experience in varied aspects of scenic work through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
368. Technical Theatre Practicum: Sound II one h
 Practical experience in varied aspects of sound through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
390. Scenic and Property Design three h
 An introduction to the principles of scenic and property design with attention given to scenographic techniques. PR: Theatre 110, 140, Tech. 99-100 or Consent. Alternate years.
392. Costume History and Design three h
 History of wearing apparel and appointment with emphasis on the Western World beginning with the Egyptians up to the 1950's and an introduction to principles of costume design, including rendering techniques of costumes for the stage. PR: Theatre 110, 140. Tech. 99-100 or Consent. Alternate years.
394. Lighting and Sound Design. three h
 Principles and techniques in designing, lighting and sound for theatrical and other public productions with attention given to platform presentations, display, and television presentations. PR: Theatre 110, 140. Tech. 99-100 or Consent. Alternate years.
424. Stage Dialects. one h
 An introduction through theory and practice to major stage dialects including British, Cockney, Irish, Yiddish, Russian, German, Southern Mountain

hern, and Brooklyn. PR: Sp. Comm. 105 Voice and
ion. Offered alternate semesters.

Theatre Business Management and Promotion
three hours
udy of Theatre Management procedures including
onsibilities and practices in business management,
office management, and house management; and the
y of the responsibilities and practices in
tre promotion, including the use of the media.
rnate years.

Theatre Business Management Practicum
one-two hours
actical experience in varied aspects of business
gement, including box office assignments through
with Masquers and other productions. Maximum
it a semester - one.

Promotion Practicum
one-two hours
actical experience in varied aspects of theatrical
otion through work assigned to Masquers productions.
num credit a semester - one.

MISCELLANEOUS CHANGES

ADMISSION

Change paragraph four (4) of this policy (in Catalog Supplement Fall 1978):

Any student admitted upon the basis of false credentials will be subject to immediate dismissal from college. Any student admitted without complete credentials will not be permitted to pre-register or register for the next registration period if the credential file is not completed during the initial enrollment period.

BUSINESS ADMINISTRATION, p. 131

Limit Enrollment in Business 312 (Retail Field Experience) to Retail Management program students.

Add following to course content of Business 312: "Open only to students in the Retail Management Program."

CLERICAL, p. 115

Add: This minor not open to majors in Office Administration--Group D.

ELECTRONIC DATA PROCESSING, Page 140

Change credit hours for EDP 101 (Punched Card Data Processing) from two hours to one hour.

FOUNDATIONS, p. 146

Change credit hours for Foundations 105 (Elementary Algebra) from two to three hours.

Change course title of Foundations 101 to "Basic Writing Skills," and change course content to "Individualized instruction in building skills necessary to effective writing. Students demonstrating weaknesses in writing will be encouraged."

enroll in the course. Two hours of elective
er than general studies credit will be given.
les will be assigned on the basis of credit or
credit.

ERAL STUDIES REQUIREMENTS (B. A., B. S.), pp. 39-40
change line four to: "or Music 205 or Music 207..
" (NOTE: Music 207 is now a General Studies
course which may be taken to meet the Fine Arts
requirement.)

change Speech Communication 101 to Speech Communi-
cation 100 (Introduction to Speech Communication).

ERAL STUDIES REQUIREMENTS (A. B. in Ed.), p. 91
change "P. E. 100 (Basic Physical Education)....2"
:

.E. 100 (Basic Physical Education).....1

.E. 101 (Basic Physio Conditioning-Health..1"

change Speech Communication 210 to 221.

change the Biology requirement to:

ology 101 Introduction to Biology..... 4

ology 102 Introduction to Biology..... 4

or

ology 103 Introduction to Environmental Biol.. 4

RIOR DECORATION, pp. 109-110.

add English 108 to the Interior Decoration Program

and change the total program hours from 60 to 63.

delete Business 305 (Small Business Management)

from the Interior Decoration program and add

Business 300 (Retailing).

final approval of this change pending.

LOCAL RECORD TECHNOLOGY courses, p. 37 of Fall 1978

Supplement

add "PR: 104" to MRT 105.

MEDICAL RECORD TECHNICIAN program, p. 101

Program Revision. See the "Revised Program" section of this supplement for the revised curriculum of the Medical Record Technician Program.

NURSING, pp. 101-102.

Delete Physical Science 102 from the Nursing curriculum and change program hours from 76 to 78.

Delete the first sentence on page 102 and add: To enroll in the second year of the program a student must have an overall average of 2.0 in the nursing courses and an overall average of 2.0 in the following courses: Anatomy and Physiology (Biology 170); Nutrition (Home Economics 110); Microbiology (Biology 205), and Introduction to Psychology (Psychology 101).

PHILOSOPHY, p. 72

Delete 400 as a requirement for the Philosophy minor.

Change the Electives for this Minor from 6 to 8.

RESPIRATORY THERAPY TECHNOLOGY, p. 103

Change program hours from 72 to 78.

Change Third Term (Summer-both sessions) as follows: RT 202 from three to five hours; and total from six to eight hours.

Change Fourth Term (Fall Semester) as follows: RT 203 from six to three hours; RT 204 from four to six hours; add RT 205 (Intensive Respiratory Care) three hours; and semester total from fifteen to seventeen.

Change Fifth Term (Spring Semester) as follows: RT 111 from four to six hours; and total semester hours from fifteen to seventeen.

IRATORY THERAPY TECHNOLOGY courses, p. 185
ange credit hours of RT 202 from three to five;
204 from four to six; and RT 211 from four to
x.

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ARMONT STATE COLLEGE LIBRARY



Fairmont State College
Fairmont, WV 26554

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Fairmont State College *Catalog 1978-80*

Correspondence Directory

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as
indicated below:

Admissions

For everything concerned with
the admission of students, in-
cluding requests for the college
catalog and other publications,
academic credits and information
about fees Registrar and Director of Admissions

Administrative and General

College Policy President

The Faculty, Curricula, Instruc- tion, Summer Session

Vice President for Academic Affairs

College Fees Vice President for Finance and Facilities

Publicity, Alumni Activities, and Development

Director of Public Relations and
Development

Community College and Continuing Education

Dean of the Community College

Guidance and Counseling Student Affairs Office

Housing Student Affairs Office

Scholarships, Loan Information, and

Student Employment Student Affairs Office

VISITORS

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students, who will notify the College in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.



***Fairmont State
College Catalog
1978-80***

Fairmont, West Virginia 26554

Volume 101, Number 1

May, 1978

Statement of Catalog Policy

It is the responsibility of students to be aware of official college policies and meet all requirements in the catalog. The catalog should be studied and retained. This catalog provides the best possible current information on practices and intentions of the College. While no major changes are anticipated, the College reserves the right to change provisions or requirements at any time. Catalog revisions and supplements are issued periodically and may be obtained from the Registrar. Each student should keep informed of current degree, curriculum, and course requirements. The academic advisors and appropriate administrative offices of the College may be consulted for further information.

A student who enrolls at Fairmont State College shall follow the provisions of the catalog in use at the time of his admission or any subsequent catalog, providing he adopts all of the subsequent catalog. Transfer students will use the catalog current at the time of their admission to the previous institution, provided that the graduation date would be not more than seven years from the date of first enrollment in college.

Any student who has interrupted his schooling for more than one year will become subject to the provisions of the current catalog. An exception will be made if the interruption is caused by service in the armed forces.

All students seeking readmission as a result of academic suspension will be enrolled under the current catalog.

Policy on Equal Opportunity

Fairmont State College complies with the principles of Equal Opportunity, Affirmative Action, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973 which require that there shall be no differences in treatment of persons or access to facilities because of race, religion, color, sex, age, national origin, or handicap.



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CALENDAR FOR 1978-1980

1978

S M T W T F S

JUNE

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18 19 20 21 22 23 24
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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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31

First Summer Term 1978

June

12 Monday
13 Tuesday
16 Friday

Registration

Classes begin

Last day for making application for
summer graduation

July

3 & 4 Mon.-Tues.
18 Tuesday

Classes not in session

First summer session ends

Second Summer Term 1978

July

19 Wednesday
20 Thursday

Registration

Classes begin

August

22 Tuesday

Second summer session ends

Fall Semester 1978

August

27 Sunday

Dormitories open 1:00 p.m.

28 Monday

Orientation

28 Monday

Evening Registration

29 Tuesday

Registration

30 Wednesday

Classes begin

September

4 Monday

Labor Day, classes not in session

October

20 Friday

Mid-Semester

20 Friday

Last day for making application for
December graduation

November

22 Wednesday

Thanksgiving recess begins 5:00 p.m.

27 Monday

Classes resume 8:00 a.m.

December

18-22 Mon.-Fri.

Final examinations

1979

S M T W T F S

JANUARY

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FEBRUARY

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JUNE

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AUGUST

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Spring Semester 1979

<i>January</i>	
14 Sunday	Dormitories open 1:00 p.m.
15 Monday	Evening Registration; orientation of new students
16 Tuesday	Registration
17 Wednesday	Classes begin
<i>March</i>	
9 Friday	Mid-Semester
9 Friday	Last day for making application for May graduation
<i>April</i>	
11 Wednesday	Spring recess begins 5:00 p.m.
12-16 Thurs.-Mon.	Spring vacation, classes not in session
17 Tuesday	Classes resume 8:00 a.m.
<i>May</i>	
7-11 Mon.-Fri.	Final examinations
12 Saturday	Commencement 10:00 a.m.

First Summer Term 1979

<i>June</i>	
12 Tuesday	Registration
13 Wednesday	Classes begin
15 Friday	Last day for making application for summer graduation
<i>July</i>	
4 Wednesday	Classes not in session
17 Tuesday	First summer session ends

Second Summer Term 1979

<i>July</i>	
18 Wednesday	Registration
19 Thursday	Classes begin
<i>August</i>	
21 Tuesday	Second summer session ends

S M T W T F S**SEPTEMBER**

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OCTOBER

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JANUARY

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MAY

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Fall Semester 1979*August*

26 Sunday
27 Monday
27 Monday
28 Tuesday
29 Wednesday

September

3 Monday

October

19 Friday
19 Friday

November

21 Wednesday

26 Monday

December

17-21 Mon.-Fri.

Dormitories open 1:00 p.m.

Orientation

Evening Registration

Registration

Classes begin

Labor Day, classes not in session

Mid-Semester

Last day for making application for
December graduation

Thanksgiving recess begins 5:00 p.m.

Classes resume 8:00 a.m.

Final examinations

Spring Semester 1980*January*

13 Sunday

14 Monday

15 Tuesday

16 Wednesday

March

7 Friday

7 Friday

April

2 Wednesday

3-7 Thur.-Mon.

8 Tuesday

May

5-9 Mon.-Fri.

10 Saturday

Dormitories open 1:00 p.m.

Evening Registration; orientation
of new students

Registration

Classes begin

Mid-Semester

Last day for making application for
May graduation

Spring recess begins 5:00 p.m.

Spring vacation, classes not in session

Classes resume 8:00 a.m.

Final examinations

Commencement 10:00 a.m.

An Introduction

The College

Fairmont State College, a coeducational institution offering one-year certificates, two-year associate and four-year bachelor degrees as well as a wide range of continuing education classes, is the largest of the West Virginia State colleges—largest in numbers of total full time enrollment and largest in number of annual graduates. With a student body that has tripled in size in the last ten years, the college has shown a steady growth in the numbers of students and the geographic area it serves and in the programs and facilities available. Addition of Fairmont Community College as a unit of Fairmont State College is further evidence of continuing progress and traditional service to the community, region and state.

An extensive building program has produced the Fine Arts and Technical-Education Building, Hunt-Haught Science Hall, expansion of the Student Center and renovation of the Administration Building. An addition to the Library more than doubled its size in 1973. Recently completed is a health and physical education building providing space for sports and spectator events as well as a modern and well-equipped teaching facility.

In addition to emphasis on modern facilities, Fairmont State College has preserved and honored its traditions. A one-room school museum on the campus recalls the days when the college served as private teacher training school which began in 1865. It became a state supported normal school in 1867; seventy-six years later, in 1943, it was authorized to offer bachelor of arts and bachelor of science degrees.

Academic excellence and personal growth and fulfillment, the principal purposes of the college, are complemented by active fine arts, publications and sports programs. Year-round contemporary film, lecture and music series are important parts of the social and cultural calendar.

The college's 80-acre campus with its twelve major buildings is beautifully located on a hill overlooking Locust Avenue, Route 19, in Fairmont, West Virginia. Approximately ninety miles south of Pittsburgh on Interstate 79, Fairmont, with a population of about 27,000, is the county seat of Marion County, center of the coal industry of northern West Virginia and operating headquarters of large coal, utility and manufacturing concerns.

Philosophy and Objectives

Fairmont State College, an undergraduate institution operating under the authority of the West Virginia Board of Regents, is governed by its president with the aid and advice of its Citizens Advisory Council, administrators, Faculty Senate, and Student Government.

Offering courses of study leading to baccalaureate degrees in the humanities, social and natural sciences, teacher education, business, industrial technology, and fine arts, the College also conducts programs of career-technical education and grants one-year certificates, the degrees of Associate in Arts, Associate in Science, or Associate in Applied Science after two years of study. Pre-professional study is available in several fields, including medicine, dentistry, law and pharmacy.

Fairmont State College considers that its broad objective is to educate its students as intelligent and productive persons, capable of participating in and understanding the world of the twentieth century. Accordingly, the College seeks to provide a suitable environment for free and responsible inquiry into the nature, sources and impli-

cations of human knowledge and culture; and it challenges students to promote their own intellectual, social and personal development.

The College faculty serves this objective by guiding students in acquiring knowledge and by maintaining a dialogue with them. The College fully supports the ideal of a well-educated society and upholds the academic freedom of its faculty and students, confident that the best interests of the community are served when the search for truth is imaginative and vigorous.

The College follows a liberal policy of student admissions and believes that it can help highly-motivated students to overcome many deficiencies in their academic preparation. Because academic standards are high, the Fairmont State College degree represents a level of achievement respected throughout the nation.

The College has a traditional interest in preparing teachers for public schools in West Virginia as well as in other states. Recognizing the importance of able teachers to a progressive society, it requires outstanding academic performance of its teacher candidates and offers them sound professional training for elementary and secondary teaching.

Drawing many students from its immediate vicinity, the College welcomes the enthusiastic support it receives from Fairmont and surrounding areas. In return it participates actively in community projects, shares its programs and facilities with the public and serves the community as a center of information and culture.

Specifically, the mission of Fairmont State College is to provide programs needed by those in its geographic service area, to the extent permitted by its financial and human resources and its assigned role in the state's system of public higher education. This mission is accomplished by meeting these objectives:

- offering a broad range of traditional baccalaureate degree programs in the arts and sciences, teacher education and business administration.
- providing through the Community College component a variety of vocational/occupational programs of two years duration or less.
- providing opportunities for occupationally oriented baccalaureate study through expansion of existing industrial technology programs and the development of additional career-related curricula.
- bringing selected college study opportunities into communities in the college's service region through the use of the mass media, regional educational centers, external degree programs and other forms of non-traditional study.
- encouraging a broad segment of the populace, including various age groups and the economically deprived, to avail themselves of educational opportunities.
- serving the greatest number of students by holding college costs at the lowest possible level and providing financial support to those who need it to gain equal access to higher education.
- relating the breadth of the curriculum to the availability of appropriate employment opportunities and the need of business, industrial and public service agencies in the College's service area.
- offering continuing education programs to provide career updating, cultural enrichment and personal skill development.
- providing advisory, counseling and placement services to enable students to make satisfactory decisions about academic and personal problems and to make successful careers and employment choices.
- offering a variety of cultural, recreational and social activities to complement academic pursuits.

Accreditation

Of great importance to the reputation of a college is how it ranks scholastically with other colleges. Accreditation means that a college has been carefully evaluated and approved in its governance, in each curriculum, in the quality of its faculty, in the adequacy of facilities, library, equipment, and laboratories.

To assure its stature and academic excellence, a college obtains accreditation from both regional and national agencies and joins certain accrediting organizations.

Fairmont State College is fully accredited by its accrediting associations—the North Central Association of Colleges and Secondary Schools, the National Council for Accreditation of Teacher Education, and the West Virginia Board of Education.

The College is also a member of the American Association of Colleges for Teacher Education, the American Association of State Colleges and Universities, the American Association of Community and Junior Colleges, American Council on Education, National League for Nursing, and American Library Association, West Virginia Library Association and West Virginia Press Association.



Admission

General Admission Procedure

All students desiring admission to Fairmont State College, whether directly from high school or as transfer students from another college or university or other classification, must file an application for admission and submit a health record on forms provided by the Director of Admissions. All correspondence relative to admission and all credentials in support of an application must be on file at least two weeks prior to the opening of a semester or term.

All credentials submitted in support of an application for admission become the property of the College and will not be returned to the student. Such credentials include an official transcript of high school or college grades, an application for admission and a health record. The prospective student is responsible for submission of all necessary forms and records in support of an application for admission.

Admission is for one semester or term and may be used only for that time. If the student fails to register during the semester or term for which he has been admitted, he must file another application if he desires admission at a later date.

Any student admitted upon the basis of false and/or incomplete credentials will be subject to immediate dismissal from the college.

Admission does not guarantee housing. Separate applications for dormitory space must be submitted to the Office of Student Affairs.

Any changes in local addresses of any student at Fairmont State College must be reported to the Registrar within a reasonable time.

All local addresses must be complete including the address of a student's landlord.

Admission to Fairmont State College may be granted for one of the following objectives:

1. Four-year Baccalaureate Degree.
2. One- or Two-year Certificate or Associate Degrees through the Community College Program.
3. Continuing Education—Continuing Education Unit activities and special students with no degree objective.

Each student admitted to Fairmont State College for one of the above objectives must reapply for admission for another objective if and when he wishes to change. Admission requirements for each of the three objectives are listed below.

Baccalaureate Degree Programs

The following admission requirements are minimal. Admission to the college for this purpose does not necessarily guarantee admission to specific programs.

Graduates of approved high schools are eligible if they rank in the upper three-fourths of their graduating classes.

Graduates of approved high schools who rank in the lower quarter of their graduating classes may be admitted provided they have attained a composite standard score of 14 or above on the American College test.

Graduates of approved high schools who have served in the nation's military forces for a period of at least one year will be admitted irrespective of either their high school graduation class rank or their ACT scores.

Outstanding high school students may be admitted either in the summer following completion of their junior year in high school or on a part-time basis during their senior year in high school if they meet the following criteria:

1. Have completed the junior year of the curriculum of his high school.
2. Have a B-plus, or better, average on high school subjects.
3. Have the recommendation of the high school principal.
4. File an application for admission and submit transcripts of high school work.
5. Pay regular college fees.

Community College Programs

Admission to Fairmont State College for the purpose of pursuing a Community College course of study is open to all graduates of approved high schools regardless of class rank or ACT scores. Admission for this objective does not guarantee admission to specific programs in the Community College certificate or degree offerings. Admission to specific programs may be restricted due to limitations of staff, physical facilities, and spaces available for practical experience training. The only programs with limited admission are in the Departments of Allied Health and Nursing. The standards and procedures for admission in these programs are presented on page 12.

Continuing Education

Admission to Fairmont State College as a special student is open to anyone regardless of previous academic records. Admission as a special student is designed for students registering for occasional regular college courses with no degree objective. Students admitted as special students for Continuing Education may complete up to 15 hours of college credit. Completion of more than 15 hours of regular college credit requires that the student apply for admission to Fairmont State College, at that point meeting all the requirements for admission for a specific objective.

Continuing Education Units

Various activities of the community interest nature are provided by the college with recognition as Continuing Education Units (CEU). Permanent records of CEU completions are kept in the Registrar's Office. CEU credit is not accepted toward completion of degree requirements.

Miscellaneous

Special Admission for Non-High School Graduates

Non-high school graduates may be admitted to Fairmont State College for pursuing either a Baccalaureate or Community College program by completing the General Education Development Test. They must be veterans, or persons over 19 years of age, or persons past the age they would have been had they remained in high school until they graduated. Such persons must have been out of school more than one year preceding application for examination. They will be admitted to Fairmont State College if they attain a standard score of 40 on each of the five parts of the General Education Development Test or an average standard score of 50 or above on the entire test. Such students must have no severe character or health defect. G.E.D. scores must be sent directly to the Director of Admission from USAFI or from the testing center.

Foreign Students

In addition to the previously listed admission requirements, a foreign student must demonstrate proficiency in written and spoken English. Such proficiency can be established by the successful completion of the Test of English as a Foreign Language, administered by the Education Testing Service of Princeton, New Jersey. The applicant must also provide proof of adequate financial support.

Transfer Students

Any applicant for admission to Fairmont State College who has attended another institution of collegiate rank will be classified as a transfer student. The college does not, under any condition, disregard college level work earned elsewhere. Credit earned at other accredited colleges and universities will be allowed toward a degree if applicable. To be admitted unconditionally as a transfer student, the student must meet the admission requirements of Fairmont State College, must provide evidence that he is in good standing at the institution last attended, and ordinarily must have maintained a 2.0 or better average on all college work previously attempted.

Board of Regents Bachelor of Arts Degree

A student is admitted to the Regents Bachelor of Arts Degree Program by submitting the state-wide under-graduate application form to Fairmont State College. Admission to this degree program does not provide for automatic admission to other programs at Fairmont State College. Any student under the Regents degree program must reapply and meet all admission requirements when changing from the Regents Bachelor of Arts Degree objective to any other degree objective at Fairmont State College.

Required Forms and Credentials

All students applying for admission to Fairmont State College degree programs are required to complete and submit the following forms and credentials:

1. Regular student application form.
2. Housing and financial aid request forms if applicable.
3. High school transcript (except transfer students).
4. College transcripts for transfer students.
5. ACT scores.
6. Health form (physician's examination optional, except teaching, nursing and allied health students).
7. GED scores where applicable.

Continuing education admission requires only the "Special" student application form.

Admission Policy for Limited Enrollment Programs (Department of Allied Health and Department of Nursing)

Applications for admission to programs in allied health and nursing are accepted through December for the following school year. The application, high school transcript or GED scores, ACT scores, college transcript (if applicable) and other pertinent information to assure complete consideration should be on file by the deadline.

The credentials are organized by the Director of Admissions and submitted to the appropriate selection committee for consideration. Decisions are made by the last of

January or the first of February. All applicants are notified by letter concerning their admission status.

Selection criteria are based primarily on academic background with some flexibility concerning life experience and training. Normally a high school senior should have a score of 22 on the ACT and a 3.3 grade-point average to be accepted into the program. (Strong math and science background is highly recommended.) However, all applications of persons interested in the specific programs will be given every consideration in the selection process. Consideration will be given to students who have successfully completed college course work. Students with a college grade-point average of less than 2.0 must remedy this situation before consideration.

Students who have graduated with the GED must still show adequate academic background and ACT scores.

The American College Test

Fairmont State College requires the American College Test (ACT) of all degree objective and certificate applicants for admission. Scores on this test are used in placing students in English and Mathematics, for applicants for scholarships and loans, and in the academic counseling program. High school students are urged to take the test during their senior year. Financial aid applicants should take the test either in August prior to the beginning of the senior year, or on the October or December dates.

Advanced Placement

Advanced placement and/or credit will be granted to entering freshman students who have qualified on the basis of the tests of the Advanced Placement Program of the College Entrance Examination Board. Scores of three, four, or five are required.

Physical Examination

Physical Examinations are not required for admission to Fairmont State College, but students pursuing a degree in teacher education are required to have a physical examination by their personal physician. Physical examination forms will be sent to the students to permit sufficient time for their completing the physical examinations before reporting for the fall semester. Students should submit forms directly to the Division of Education.

Pre-registration

All freshmen and transfer students, upon receipt of complete application and admission, will be pre-registered by mail during the summer preceding fall enrollment.

A pre-registration period for regularly enrolled students is scheduled each semester. The purpose of pre-registration is to insure students adequate schedules. All students should pre-register if they plan to re-enroll for the following semester or term.

Registration

At least two weeks prior to registration day an official transcript must be filed in the Director of Admissions for each incoming freshman and each transfer student.

All students are expected to complete registration on the days designated for this purpose at the beginning of each semester or term. While all students are expected to register on time, late registration periods are permitted within prescribed limits as set

forth in the schedule. Late registration fees are assessed in accordance with the fee schedule cited under Special Fees.

Credit From a Junior or Community College

The maximum credit accepted from a Junior or Community College accredited by the North Central Association of College and Secondary Schools or other regional accrediting association will not exceed 72 semester hours. No more than 64 semester hours may be accepted from junior or community colleges which are not regionally accredited. No credit will be allowed for courses completed in a junior or community college subsequent to attainment of junior or higher rank by the student.

Non-Resident or Off-Campus Credit

One hundred (100) semester hours of the 128 required for graduation shall be completed in regularly scheduled campus courses. The 28 hours of permissible non-residence courses may be earned by extension, home study (correspondence), radio television, special examination and/or military service. Credit earned in home study will be accepted only when earned in a regionally approved college. CLEP and ROTC credit are excluded from the above limitation.

Auditors

Students who are registered at Fairmont State College may be permitted to attend classes as auditors provided they shall have obtained the written permission of their advisers and of the instructors in the classes they desire to visit. No person who enrolls in any class as an auditor may in the same semester be considered as enrolled in this class for the purpose of obtaining credit. In no case whatsoever will auditing be regarded as a factor in obtaining credit.

Other persons, even if not registered students, may attend classes as auditors upon securing permission from the Registrar and from the instructors involved and upon payment of the regular fee. Auditors are required to complete the regular registration forms.

Special Examinations for Course Credit

Students may earn course credit by special examination. To apply for permission for such an examination, the applicant must be enrolled in the college or must have completed one semester or summer session in Fairmont State College. The applicant must first schedule an interview with the division chairman or department representative who will evaluate the student's background, experience, and qualifications to establish eligibility and give permission for taking the examination. In order to gain college credit by special examination, the student must demonstrate better than average proficiency on the examination, as determined by the examiner. Examinations will not be given for college courses in which the student has previously received a grade other than "W" or "WP."

Applicants must pay a fee of \$3.00 for each special examination, if regularly enrolled at the time of taking the examination; otherwise the fee is \$2.50 per semester hour of credit to be received. A receipt for the payment of the fee must be obtained from the Business Office. No money will be refunded if any examination is failed. No examination may be repeated.

First semester freshmen may establish course credit by examination in the following courses without the payment of special examination fees: English 104—Written English—3 hours; French 101 and 102—Elementary French—6 hours; Home

Economics 101—Principles of Clothing Construction—2 hours; Home Economics 201—Principles of Food Selection and Preparation—3 hours. An additional condition necessary for the granting of credit is enrollment by the student in the next higher course.

College Level Examination Program (CLEP)

The College offers opportunities for earning course credit by examination through the College Level Examination Program. General examinations are offered in five basic areas: English Composition, Humanities, Mathematics, Natural Sciences, and Social Sciences-History. In addition, subject examinations are given in many specific fields of study. CLEP examinations are open to all, whether enrolled at Fairmont State or not. Information about course credits, examinations available, cost of examinations, and procedures for applying for examinations, is available in Student Affairs.

Academic Credit for Military Service

Students with at least one year of military service may be granted a maximum of four semester hours credit which may be used to satisfy General Studies physical education and/or elective requirements. It is the student's responsibility to request this credit and to verify this military experience to the Registrar.

Advanced Standing

Based on high school record and performance on the ACT, the Registrar will determine eligibility for advanced standing and credit in English and French as follows:

English—No semester grade of less than B in each of four units of high school English and a standard score of 22 or higher on the English part of the ACT.

French—No semester grade of less than B in each of two or more units of high school French and a standard score of 22 or higher on the English part of the ACT. The student must also complete French 201 with a minimum grade of C.

Students may be granted advanced standing credit for any number of the mathematics courses numbered 115, 116, 315 by earning at Fairmont State College a grade of C or better in a higher numbered course from the sequence 116, 315, 316.

Students who complete a major or teaching field in French may establish credit for French 101 and 102 if they complete French 201 with a grade of C or better.

The Summer Session

Fairmont State College offers a ten-week summer session each summer. This session is made up of two terms of five weeks each. The requirements for admission and the character of the work offered are the same for the summer session as for the regular year.

All activities and facilities of the campus are available to students during the summer session. The student body is organized under its own leadership at the beginning of each session. A general program of social, recreational, and dramatic events is scheduled.

Special bulletins for the summer session are prepared for distribution. These interested in working toward a degree, or in renewal of certificates, or in pre-professional courses, write for the Summer Bulletin. Address: Registrar, Fairmont State College, Fairmont, W. Va., 26554.

Evening Classes

Evening classes are operated for the benefit of all students. These classes are considered as work done in residence.

Television Courses

When possible, courses by television are offered, frequently for degree or certificate credit. Such courses usually require some main campus attendance as prescribed by the instructor.

Off-Campus Classes

Upon request, and when it is possible to provide suitable staff, Fairmont State College will offer off-campus courses to interested groups in the region of the state it serves. Ordinarily, an enrollment of ten or more persons is necessary before any off-campus courses may be offered. For additional information, see the Community College section of this Catalog.

Preparatory Music and Art Programs

Music and art classes and private lessons taught by student and professional instructors are available to community, college, secondary and elementary students for an additional fee. Contact the Fine Arts Division office.

Reduced Tuition Out-of-State Academic Programs Available To West Virginia Residents

West Virginia provides for its residents who wish to pursue academic programs not available within the State through the Academic Common Market and through contract programs. Both programs provide for West Virginians to enter out-of-state institutions at reduced tuition rates. Contract programs have been established for study in veterinary medicine, optometry, architecture, and podiatry; the Academic Common Market provides access to numerous graduate programs. The programs are restricted to West Virginia residents who have been accepted for admission to one of the specific programs at designated out-of-state institutions. Further information may be obtained through Director of Admissions or the West Virginia Board of Regents.

Expenses and Financial Assistance

Classification of Residents and Nonresidents for Admission and Fee Purposes

General

Students enrolling in a West Virginia public institution of higher education shall be classified as resident or nonresident for admission, tuition and fee purposes by the institutional officer designated by the President. The decision shall be based upon information furnished by the student and all other relevant information. The designated officer is authorized to require such written documents, affidavits, verifications, or other evidence as are deemed necessary to establish the domicile of a student. The burden of establishing residency for tuition and fee purposes is upon the student.

If there is a question as to residence, the matter must be brought to the attention of the designated officer and passed upon at least two weeks prior to registration and payment of tuition and fees. Any student found to have made a false or misleading statement concerning his residence shall be subject to disciplinary action and will be charged the nonresident fees for each session theretofore attended.

Residence Determined by Domicile

Domicile within the state means adoption of the state as a fixed permanent home and involves personal presence within the state with no intent on the part of the person to return to another state or country. West Virginia domicile may be established upon the completion of at least twelve months of continued residence within the state prior to the date of registration, provided that such twelve months residence is not primarily for the purpose of attendance at any institution of learning in West Virginia.

Establishment of West Virginia domicile with less than twelve months residence prior to the date of registration must be supported by proof of positive and unequivocal action, such as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia, and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established.

Minors

Minors are defined by the West Virginia Code (2-2-10) as persons under eighteen years of age. The residence of a minor shall follow that of the parents at all times, except in extremely rare cases where emancipation can be proved beyond question. The residence of the father, or the residence of the mother if the father is deceased, is the residence of the unmarried or unemancipated minor. If the father and the mother have separate places of residence, the minor takes the residence of the parent with whom he lives or to whom he has been assigned by court order. The parents of a minor will be considered residents of West Virginia if their domicile is within the state.

A minor student who is properly admitted to an institution as a resident student shall retain that classification as long as he enrolls each successive semester.

Emancipated Minor

An emancipated minor may be considered as an adult in determining residence provided satisfactory evidence is presented that neither of his parents, if living, contribute to his support nor claim him as a dependent for federal or state income tax purposes.

In the event that the fact of emancipation is established, the emancipated minor assumes all of the responsibilities of an adult to establish residence for tuition and fee purposes. Proof must be provided that emancipation was not achieved principally for the purpose of establishing residence for attendance at an institution of higher education.

Students Eighteen Years of Age or Over

A student eighteen years of age or over may be classified as a resident if (1) the student's parents were domiciled in the state at the time the student reached majority and the student has not acquired a domicile in another state, or (2) while an adult the student has established a bona fide domicile in the State of West Virginia. Bona fide domicile in West Virginia means that the student must not be in the state primarily to attend an educational institution and he must be in the state for purposes other than to attempt to qualify for resident status.

Any nonresident student who reaches the age of eighteen years while a student at any educational institution in West Virginia does not by virtue of such fact alone obtain residence in this state for admission or tuition and fee payment purposes.

A student who is properly classified as a resident at the time that he reaches the age of eighteen shall continue to be classified as a resident as long as he enrolls each successive semester and does not establish a domicile, or legal residence, in another state.

Change of Residence

An adult student who has been classified as an out-of-state resident and who seeks resident status in West Virginia must assume the burden of proving conclusively that he has established domicile in West Virginia with the intention of making his permanent home in this state. The intent to remain indefinitely in West Virginia is evidenced not only by a person's statements but also by his actions. The designated institutional officer in making his determination shall consider such actions as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering motor vehicles in West Virginia and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established. Factors militating against a change in residence classification may include such considerations as the fact that the student is not self-supporting, that he is carried as a dependent on his parents' federal or state income tax returns or his parents' health insurance policy, and that he customarily does not remain in the state when school is not in session.

Marriage

The residence of a married person is determined by the same rules of domicile which would apply if he or she were not married.

Military

An individual who is on active military service or an employee of the federal government may be classified as a resident for the purpose of payment of tuition and fees provided that he established a domicile in West Virginia prior to entrance into federal service, entered the federal service from West Virginia, and has at no time while in federal service claimed, or established a domicile in another state. Sworn statements testing to these conditions may be required. The wife and dependent children of such individuals shall also be classified as residents of the State of West Virginia for tuition and fee purposes. Persons assigned to full-time active military service and residing in West Virginia may be classified as in-state residents for tuition and fee purposes after twelve months continuous location in the state.

Aliens

An alien in the United States on a resident visa, or who has filed a petition for naturalization in the naturalization court, and who has established a bona fide domicile in West Virginia may be eligible for resident classification, provided he is in the state for purposes other than to attempt to qualify for residency status as a student.

Higher Education Personnel

Full-time employees of the West Virginia Board of Regents and the institutions under its jurisdiction, full-time ROTC personnel assigned to the institutions, and their spouses and dependent children, shall be considered West Virginia residents for the purpose of the payment of tuition and fees.

Appeal Process

The decisions of the designated institutional officer charged with the determination of residence classification may be appealed to the President of the institution. The President may establish such committees and procedures as he determines necessary for the processing of appeals. The decision of the President of the institution may be appealed in writing with supporting documentation to the West Virginia Board of Regents in accord with such procedures as may be prescribed from time to time by the board.

Payment of Tuition and Fees

The regulations of the West Virginia Board of Regents provides that: "No financial credit of any type shall be extended to any individual either student or other, at any state college or institution. All colleges and institutions shall operate strictly on a cash basis with all payments and obligations being collected in advance. All tuition and fees must be collected in full for each semester on enrollment day for each semester."

Registration is not completed until a check covering payment of tuition, residence hall rent, board, and fees has cleared the bank upon which it was drawn. A late payment fee of \$15 will be charged on each check returned for "insufficient funds" unless the student can obtain an admission of error on the part of the bank. The Business

Office shall declare the fees unpaid and registration cancelled until the check has been redeemed and the additional charge paid. Student records will not be released to the Registrar's Office for any student who has a delinquent financial obligation to the College.

Enrollment Fees Per Semester

(On-Campus)

	WV Resident	Non-Resident
12 hours (or more) (full-time student)	\$171.00	\$641.00
11 hours	160.00	595.00
10 hours	151.00	546.00
9 hours	142.00	497.00
8 hours	133.00	448.00
7 hours	124.00	399.00
6 hours	63.00	298.00
5 hours	54.00	249.00
4 hours	45.00	201.00
3 hours	36.00	153.00
2 hours	27.00	105.00
1 hour	18.00	57.00

All freshmen may pay \$1.50 Freshman Orientation Fee—August term only. New students—freshmen or transfers—must pay \$4.00 Service Charge to set up schedule. Students are entitled to activities and athletic functions if enrolled for 9 hours or more.

(Off-Campus)

Total hours must be taken off-campus to qualify for off-campus fees. If a class is taken on-campus, then all hours will be charged at the on-campus rate.

	WV Resident	Non-Resident
12 hours (or more) (full-time student)	\$110.00	\$580.00
11 hours	99.00	534.00
10 hours	90.00	485.00
9 hours	81.00	436.00
8 hours	72.00	387.00
7 hours	63.00	338.00
6 hours	54.00	289.00
5 hours	45.00	240.00
4 hours	36.00	192.00
3 hours	27.00	144.00
2 hours	18.00	96.00
1 hour	9.00	48.00

All new students—freshmen or transfers—must pay \$4.00 Service Charge to set up schedule. There is no orientation fee for off-campus freshmen. Off-campus students are not entitled to activities or athletic functions.

Cost of Each Summer Session

No. of Hours Enrolled	WV Resident	Non-Resident
12 or more hours	\$129.00	\$599.00
11 hours	118.00	553.00
10 hours	109.00	504.00

hours.....	100.00	455.00
hours.....	84.00	399.00
hours.....	75.00	350.00
hours.....	66.00	301.00
hours.....	57.00	252.00
hours.....	48.00	204.00
hours.....	36.00	153.00
hours.....	27.00	105.00
hour.....	18.00	57.00

Special Fees

late Registration Fee: (One to five days).....	\$10.00
graduation Fee (Inc. cap and gown).....	10.00
Freshman Orientation Fee.....	1.50
Transcript Fee (First Transcript is furnished free).....	1.00
Special Examinations for course credit (Regularly enrolled students).....	3.00
Special Examinations for course credit (Non-enrolled students) per semester hour.....	2.50

The term "resident" refers to classification for fee purposes only.

Refund Policy for Tuition and Fees

A student who withdraws regularly from the college may arrange for a refund of fees in accordance with the following schedule. Refunds are determined from the first day of the school term which begins officially with Freshman Orientation Week. The Official withdrawal date is certified by the Registrar.

Semester

During first and second weeks.....	90%
During third and fourth weeks.....	70%
During fifth and sixth weeks.....	50%
Beginning with seventh week.....	No Refund

A Summer Term

During first day.....	90%
During second day.....	70%
During third day.....	70%
During fourth day.....	50%
During fifth day.....	50%
Beginning with second week.....	No Refund

Residence Hall Expenses Per Semester

Rent:

Morrow, North, Pence Halls.....	\$345.00 plus tax
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Food Service:

All residents of Morrow, North, and Pence Halls are required to purchase a meal ticket for use in the College Dining Hall..... \$430.00 plus tax
(May be purchased twice a semester at \$215.00 plus tax)

Summer School Room and Food Service (1977)

*Food Service for five weeks.....	\$130.00 plus tax
*Room Double occupancy for five weeks.....	\$95.00 plus tax

*Room Single occupancy for five weeks\$100.00 plus tax

*Includes \$5.00 Linen Fee. Food service available contingent upon number of residents.

Breakage Fee:

This fee, less charge for any damage, is returned at the end of occupancy period\$20

Key Deposit:

This is returned when the student vacates his room or apartment and returns his key\$1

Social Fee:

The fee is to be paid when a student moves into a residence hall. It covers the cost of the local newspaper, **TV Guide**, television cable, Christmas party, and various other expenses of the hall\$5

All rates are subject to change without notice.

Payment of Room and Board

Residence hall rent plus tax and a twenty-dollar breakage fee must be paid on before registration day. Board plus tax must be paid in advance of specified dates, either on a semester or half-semester basis.

Room rent plus tax, board plus tax, and a breakage fee for a summer term must be paid in full by registration day.

Residence Hall Reservations

Applicants for residence hall reservations must pay an \$80.00 deposit at the time the application is filed with the College. (This amount is subject to change at any time.) The deposit will be credited to the applicant's residence hall rent account. All applications must be filed with the Office of Student Affairs.

Notice of cancellation of room reservations must be received by the Office of Student Affairs by June 15. Otherwise the total amount of \$80.00 will be forfeited. (Exception: Should the applicant be denied admittance to the College, a full refund will be made without regard to dates.)

Not more than ten per cent of available living space in any campus dormitory may be assigned to out-of-state students.

Financial Assistance

Financial aid in the form of scholarships, grants, loans, and employment is available to worthy students who need assistance in meeting their college expenses. All funds are administered by the financial aid officer with approval of the Financial Aid Committee. Applications for financial aid should be sent to Student Affairs, Financial Aid, Fairmont State College, Fairmont, West Virginia 26554.

Philosophy of Financial Aid

1. All academically capable students should attend college.
2. Any student who needs financial assistance should be willing to work part-time at Fairmont State College.
3. Financial assistance is not designed to support luxuries and a student should not expect assistance just because he wants to be married.

4. A student who remains in good standing academically should never need to leave school for financial reasons.
5. Financial assistance is not intended to replace the responsibility of the parents; it is intended to supplement that which the home can and should provide.

Grants Available

Supplemental Educational Opportunity Grant (SEOG)

This program provides grants of money from the Federal Government for those students who show the most financial need as determined by completion of the Parents' Confidential Statement (PCS).

Federal Supplemental Educational Opportunity Grant (FSEOG)

This program provides grants of money from the Federal Government for all students showing eligibility as determined by the completion of a FSEOG application.

Scholarships Available

Montgomery Undergraduate Scholarship

This scholarship is in the form of a fee waiver and is awarded on the basis of financial need, academic ability, or outstanding ability in music, drama, athletics, art, debate, etc.

West Virginia Scholarship

This scholarship is controlled by the West Virginia Board of Regents. The applications are available through high school guidance counselors and awareness counselors as well as college financial aid officers. A PCS must be filed with this application.

Foundation Academic Scholarship

This is an award granted for the freshman year by the FSC Foundation. A limited number are named recipients each year. Recipients are selected on the basis of outstanding academic performances in high school and by ACT scores.

Wormen's Athletic Scholarship

This award is given to participants in varsity football and basketball with selection based on outstanding football or basketball performance.

John C. Shaw Scholarship

This scholarship is for students in need of financial assistance whose health, intelligence, character, and habits show promise of commendable careers.

Stella E. Morgan Scholarship

This award is for deserving students in English.

Nursing Scholarship

This scholarship is funded by the Federal Government. Recipients must be enrolled in or accepted for enrollment in the two-year nursing program and show exceptional financial need as determined by the PCS.

FSC National Merit Scholarship

This scholarship is provided by the FSC Foundation and awarded to all National Merit Scholarship finalists. The award is renewable for four years (8 semesters) provided satisfactory grades are maintained.

Student Employment

College Work-Study Program (CWSP)

Funds available for this program are from the Federal Government and eligibility to participate is based on financial need determined by filing a PCS. In this program a student is employed somewhere on campus to work during hours that he is not in class. While classes are in session a student may work a maximum of 15 hours per week. He may work as many as 40 hours per week when classes are not in session (i.e., spring/semester breaks).

Regular Student Employment

Funds in this area are limited and for students not showing financial need.

Loans Available

National Direct Student Loan (NDSL)

Subject to the limitation of funds available students may borrow up to \$1500 a year in this program. Funds are provided by the Federal Government (90%) and Fairmont State College (10%). Repayment of principal together with an interest rate of 6% per year, shall begin 9 months after the maker ceases his education and end 10 years later. Eligibility is determined by the PCS.

Nursing Loan

This loan is limited to students in the two-year Nursing Program. The interest rate during repayment is the same as for NDSL, above. Eligibility is determined by the PCS.

Federally Insured Student Loan (FISL)

This is an educational loan made by banks. The application forms may be obtained from banks or the college financial aid office.

Fairmont State College Foundation Emergency Loan

This program provides for short-term emergency loans not to exceed \$300. Loans must be repaid within 90 days. Interest is \$2 or 2% whichever is greater. The note must be co-signed by a parent or guardian.

Procedure for Obtaining Aid

1. Complete and submit an application for admission to FSC Admissions Office.
2. Complete and submit a Financial Statement (PCS or SFS) to the proper agency by March 1.
3. Complete and submit a financial aid application to the FSC Financial Aids Office by April 15.

Veterans Benefits: Standards for Satisfactory Progress

The following policies and procedures will be conducted by Fairmont State College for the purpose of determining satisfactory progress for all students receiving veterans benefits and the Veterans Administration will be notified under the policy of veteran not maintaining satisfactory progress.

Notification or Suspension

The Veterans Administration will be notified immediately at the end of the semester when a student receiving veterans benefits is either suspended or placed on academic probation by Fairmont State College. It is the responsibility of the Office of Assistant to the Academic Vice-President to supply the Veterans Coordinator with a list of students suspended or placed on academic probation. This list will serve as a basis for notification to the Veterans Administration.

Class Attendance

Individual class attendance by all students receiving veterans benefits will be maintained and the Veterans Administration will be notified immediately when a student's absence from class is interfering with satisfactory progress in that class. The following procedure will be used in collecting attendance information:

1. All instructors will be provided with a list of students receiving veterans benefits.
2. A letter to each instructor will accompany the list of veterans requesting that the instructor notify the Veterans Coordinator immediately if any student on the list has absences in their class to the extent that the absences are interfering with satisfactory progress.
3. The Veterans Coordinator will notify the Veterans Administration immediately that the veteran is not making satisfactory progress in specific classes because of irregular attendance.

If a student receiving veterans benefits withdraws from college or an individual class and the Veterans Coordinator has no prior notice of irregular class attendance, the official withdrawal date on the withdrawal form completed in the Registrar's Office will be assumed as the last date of class attendance.

Final Grade for All Courses Attempted

The final grade policy for all courses attempted applies to all students at Fairmont State College, including those receiving veterans benefits.

Midterm Review of Veterans' Progress

The Veterans Coordinator will review the mid-term grade report for all students receiving veterans benefits and the Veterans Administration will be notified of any regularities or indication of lack of progress on the mid-term grade report.

Summary

As indicated above, students receiving veterans benefits are subject to all institutional policies of grading, attendance, and withdrawal. It is the responsibility of Fairmont State College Veterans Coordinator to administer the procedures listed above and notify the Veterans Administration in every instance indicating lack of satisfactory progress by the student receiving veterans benefits. There will be no separate policies of attendance, withdrawal, or grade average calculation for students receiving veterans benefits. A copy of the standards for satisfactory progress will be given to each veteran upon admission to Fairmont State College. Veterans will be informed that evidence of unsatisfactory progress during a semester may result in loss of benefits back to the point at which satisfactory progress ceased (i.e., irregular withdrawal from class).



Academic Information

Degrees

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts, Associate of Applied Science, or Associate of Science degree is also granted upon successful completion of from 60-76 semester hours in the two-year curricula. A Certificate in Applied Science is offered in three areas upon completion of 32-35 semester hours. This College also offers a flexible non-traditional Regents Bachelor of Arts Degree Program.

Degree Programs

Bachelor of Arts and Bachelor of Science Degrees

	Minimum Semester Hours Required		
	Degree	Major	*Minor
Psychology.....	B.S.	55	24
Business Administration.....	B.S.		25
General.....		39	18
Accounting.....		39	18
Economics.....		39	18
Office Administration.....		35	21
Electronic Data Processing.....			19
Retailing.....			18
Clerical.....			18
Chemistry.....	B.A.	54	19
Physics.....	B.S.	64	
Commercial Design/Graphics.....			32
Engineering Technology.....	B.S.	130	23
x Areas of "Concentration":			
Electronics			
Mining			
Industrial			
Civil			
Mechanical			
Printing			
Spanish.....	B.A.	30	18
Spanish (Business and Technical Writing).....			18
Science.....			21
Hotel Service Management.....			25
Architectural.....	B.A.	30	24
Cartography.....			18
Humanities.....	B.S.	59	24
Math Science.....	B.A.	30	18
Library.....	B.S.	55	28
Home Economics.....			23
Interior Decoration.....			16
Journalism.....			18
Journalism (Business and Technical Writing).....			28
Law Enforcement.....			24
Library Science.....			21
Mathematics.....	B.S.	30	21
Mathematics.....	B.A.	30	21
Medical Laboratory Technology.....			71
Medical Records Technology.....			18
Music.....			27
Nursing.....			76

Nurse Anaesthesia.....	B.S.....	61
Philosophy		15
Physical Education.....	B.S.....	38
Physics.....		31
Political Science.....	B.A.....	30
Public Affairs.....		66
Psychology.....	B.S.....	
General.....		37
Industrial-Personnel		46
Community Service.....		52
Psychological Service.....		18
Radio/TV Communications		20
Recreation Leadership.....		70
**Regents B.A. Degree.....	B.A.....	
Respiratory Therapy.....		72
Social Service Technology		21
Sociology.....	B.S.....	
General.....		30
Social Work		39
Spanish.....		18
Speech Communication and Theatre.....		28
Veterinary Assistant Technology		75

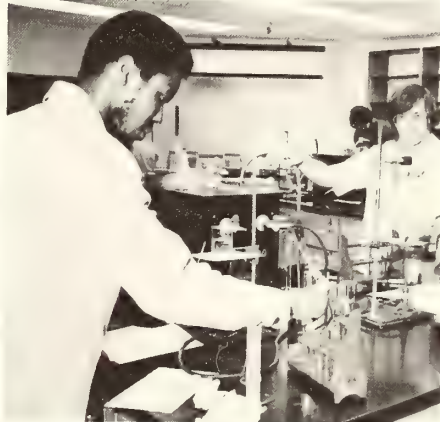
*For information concerning the use of specific associate degrees as minors and several minors derived from associate degree programs, see the Community College section of this Catalog.

**Major or minor not required in this program

Bachelor of Arts in Education

Elementary Education Diversified 1-6	48
Specialization Early Education	20
Subject Specialization 4-8	
Art.....	30
French.....	20
General Science.....	31
Home Economics	26
Industrial Arts/Technology.....	27
Language Arts	23
Mathematics.....	15
Oral Communications (Speech Communication and Theatre)	26
Social Studies	39
Secondary Education	
Subject Specialization 7-9	
Home Economics	28
Language Arts	28
Social Studies	42
Single Teaching Fields 7-12	
Art.....	38
Biology.....	46
Business Education, Secretarial.....	38
Business Education, Principles.....	36
Chemistry	34
English.....	37
French.....	34
General Science.....	34
Industrial Arts/Technology.....	41
Journalism.....	2
Mathematics.....	3
Physical Education.....	3

Physics.....	33
Visual Communications (Speech Communication and Theatre)	32
Comprehensive Teaching Fields 7-12	
Business Education	54
Home Economics, Vocational	44
Industrial Arts/Technology	69
Liberal Studies	57
Secondary or Elementary Education	
Subject Specialization K-12	
Art.....	57
Music.....	59
School-Library Media.....	24
Special Education.....	21



Associate Degrees and Certificate Programs

(Fairmont Community College — A Component of Fairmont State College)

	Degree Offered	Minimum Semester Hours Required
General Studies	A.A.	64
Allied Health Technology		
Emergency Medical Services (one-year certificate in Applied Science).....		35
Medical Laboratory Technology.....	A.A.S.	71
Medical Records Technology.....	A.A.S.	68
Nursing.....	A.S.	76
Respiratory Therapy Technology.....	A.A.S.	72
Veterinary Assistant Technology.....	A.A.S.	75
Business Technology		
Accounting.....	A.S.	64
Clerical.....	A.S.	64
Clerical (one-year certificate in applied science).....		32
Commercial Design/Graphics.....	A.A.S.	64
Electronic Data Processing.....	A.S.	64
Food Service Management.....	A.A.S.	64
Interior Decoration.....	A.A.S.	60
Radio-Television Communication.....	A.A.S.	64
Retail Management.....	A.A.S.	64
Secretarial (Executive, General, Legal, Medical).....	A.S.	64
Secretarial (one-year certificate in Applied Science).....		32
Engineering Technology (Concentrations)		
Electronics.....	A.S.	67
Industrial.....	A.S.	67
Mechanical.....	A.S.	67
Mining.....	A.S.	67
Civil.....	A.S.	67
Safety.....	A.A.S.	67
Power.....	A.S.	67
Printing.....	A.S.	67
Drafting/Design.....	A.S.	67
Public Service Technology		
Fire Protection and Safety.....	A.A.S.	64
Law Enforcement.....	A.A.S.	67
Psychological Service.....	A.A.S.	64
Public Affairs.....	A.A.	66
Recreation Leadership.....	A.A.S.	70
Social Service Technology.....	A.A.S.	64

Grading System

The following system of grading is used within the institution:

- A—Superior, given only to students for exceptional performance.
- B—Good, given for performance distinctly above the average in quality.
- C—Average, given for performance of average quality.
- D—Lowest passing grade for performance of poor quality.
- F—Failure. Course must be repeated if credit is to be received.

FIW—Failure because of irregular withdrawal.

I A temporary mark, given only when the student has completed most of the course, but is unable to conclude it because of illness or some other unavoidable circumstance. Beginning with courses taken during the first semester, 1975-76, the letter grade of I will be omitted from the calculation of the grade point average for a period of one year following the issuance of the I. Along with any grade report containing the grade I, and for each letter I, the instructor must submit a brief description of the "part of the course" not completed by the student. This statement, to be reviewed by the appropriate division chairman and filed in his office, could be given on a form which would be used by the instructor to report the grade for replacing the I during the year following the issuance of the I. At the end of the one-year period, the instructor must submit a final grade for the student.

W—Withdrew.

WF—Withdrew Failing, withdrawal from college only.

WP—Withdrew Passing, withdrawal from college only.

CR—Credit. Does not affect quality points.

NC—No Credit. Does not affect quality points.

P—Pass, Successful Completion of the student teaching experience.

Quality Points

The quality of a student's work is indicated by quality points.

Candidates for graduation must have at least twice as many quality points as semester hours attempted; that is, a point-average of 2.00 on all college work and on all work completed at Fairmont State College. Quality points for grades A, B, C, D, are computed as follows:

- A—Four (4) quality points for each semester hour of credit.
- B—Three (3) quality points for each semester hour of credit.
- C—Two (2) quality points for each semester hour of credit.
- D—One (1) quality point for each semester hour of credit.

A student's grade average is determined by dividing the number of his quality points by the number of credit hours he has scheduled. No quality points are attached to grades F, FIW, and WF, but the credit hours for the courses in which these grades are received will be used in computing his grade average.

In order to be graduated, a candidate for a degree must have maintained a quality point average of 2.00 or better in all college courses and in all credit earned at FSC. An average of 2.00 must also be maintained in the major and minor fields of study. **If the student is in teacher education, he must attain an average of 2.20 in each teaching field and/or subject specialization.**

It is the student's responsibility to keep informed of his quality point standing. This information can be obtained at any time from the Registrar.

Grades earned in other institutions shall not be used to make up a deficiency of quality points in this institution.

Credit-No Credit Option

Any student who has completed 58 or more semester hours of credit may elect one course per semester on a credit—no credit basis, such courses to be considered part of the regularly scheduled loan. A maximum of 15 semester hours may be completed under this option.

Courses selected must not be included in the general studies requirements, must not be in the student's major or minor or related courses for non-teachers, must not be in 7-12, 1-12, 7-9, 1-9, the diversified field, and professional education for teacher education students.

Credit—no credit earned under this option will be recorded but will not be reflected in the quality point index. Credit courses will count toward graduation.

Selection of a course for credit—no credit must be made at registration with the approval of the student's academic adviser and may not be changed after the close of the registration period.

Classification of Students

Students who have completed the high school or a secondary course and more than 25 hours of work are classified as freshmen.

Students who have completed 26 hours but not more than 57 hours of college work are classified as sophomores.

Students who have completed 58 hours but not more than 89 hours of college work are classified as juniors.

Students who have completed 90 hours or more of college work are classified as seniors.

Numbering of Courses

Courses for freshmen (100 series) and sophomores (200 series) constitute the lower level of curriculum. Courses numbered 300-499 are primarily for juniors and seniors. All General Studies Requirements, consist of lower level courses which should be completed as far as possible by the end of the sophomore year.

It is strongly advisable to take at least eight hours of General Studies Requirements each semester until they are completed.

Assignments and Credits

1. Semester Load: Students must petition the Registrar for permission to carry more than 18 semester hours. To be eligible for permission, a student must have an overall B average or a B average for the preceding semester. Exceptions may be made if the student is in the last semester before graduation or before the initial performance practicum.

2. Late Registration Fees: See schedule of fees for late registration. Late registrants often fail to obtain satisfactory schedules, for the policy of the College is to give priority to students who register on the dates for regular registration.

3. Schedule Changes: Students may not add new classes to their schedule after the period of registration has ended.

4. Withdrawal from College: A student desiring to withdraw from the College will apply at the Registrar's Office. Here forms will be obtained, which when completed with the proper signatures and returned to the Registrar's Office, will constitute

ute an official withdrawal. The instructor records on the final grade report to the Registrar a "W" for students withdrawing through the end of the second academic week following mid-term. In case the official drop notice is issued after this period, the instructor will record either "WP" or "WF" at the end of the period of enrollment.

5. Withdrawal from Class: During the period ending with the second academic week following mid-term of a semester, students may drop one or more classes with "W" being recorded. From the end of this period, no official withdrawal from individual classes may be made.

6. Repeating A Course: If a student earns a grade of D or F in any course taken no later than the semester or summer term during which he attempts the sixtieth semester hour, and if he repeats this course prior to the receipt of a baccalaureate degree, the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining his grade point average. The original grade shall not be deleted from the student's record. A student may not repeat a course in which he has earned a C or better.

Students who began college study prior to 1968 and Transfer Students should contact the Office of the Registrar to ensure coverage of this regulation.

7. Minimum Residence Requirements for Graduation: For a degree, at least one year's work in residence is required, one semester of which must be in the senior year. A "year of residence" must represent not less than 32 hours credit, and a semester is defined as a minimum of 16 hours credit.

Exception is made in the case of any student who has completed three years of required work in Fairmont State College and who wishes to complete the senior year by substituting approved credit earned subsequently in a college of medicine or dentistry.

For an Associate Degree at least one semester's work in residence is required. For the Certificate Degree at least eight semester hours' work in residence is required.

8. Application for Graduation: Candidates for graduation must make official application for a degree at least 45 days before Commencement Day. Applications will be filed with the Registrar.

9. Assignment and Credits: Regularly enrolled students who desire to complete work at another accredited institution on a transient basis must secure written permission of the Registrar. Transient credit completed without permission will not be accepted.

Attendance and Absences

Each student is responsible for familiarizing himself with the college absence policies which are to be found in the published *Student Handbook*.

Adviser System

Each student is assigned an academic adviser when he first enrolls at the College. If the student desires to change his major field of study, he should contact the Assistant to the Vice President for Academic Affairs for reassignment. Students who are not ready to select a major upon entrance will be assigned to special advisors. It is to the academic advisor that a student should take problems relating to degree requirements, pre-registration, and registration.

Grade Reports

The grades of all students are reported by each faculty member to the Registrar at the middle and end of the semester. Faculty advisors are provided complete grade reports at each reporting period. Students receive grade reports at mid-semester and at the end of the semester. Mid-term grade reports are not made during summer school.

Probation and Suspension

1. A student whose cumulative academic record shows a deficit of 10 or more quality points automatically is placed on probation.

2. A student is removed from probation when he completely removes his grade point deficiency and achieves an average of 2.0 or better.

3. All students, regardless of their academic standing at the completion of the freshman year, will be permitted to enroll in the sophomore year (students who have attempted 26 hours but not more than 57 hours of college work).

4. A student who has been on academic probation for one semester or longer and who is 20 or more points deficient and classified as a sophomore or above will be suspended. The suspension list is compiled at the conclusion of each spring semester. The suspension period is one semester. Summer terms are not counted in the suspension period.

5. While in attendance as a junior or senior (having attempted 58 semester hours or more) and having been on probation for one semester or longer and a quality point deficiency of 20 or more, a student is suspended.

6. Suspension will be waived temporarily for those who wish to attend either or both summer sessions immediately following notice of suspension. If the quality point deficiency is reduced to 19 or fewer, students will be permitted to continue into the fall semester. A student who fails to reduce his quality point deficiency, as required during this waiver period will be suspended prior to the beginning of the fall semester.

7. During the semester on suspension, a student is permitted to take a maximum of six credit hours.

8. After one-semester period of suspension, a student may apply for full-time readmission. A readmitted student or a transfer student on probation may continue school as long as he incurs no additional quality point deficit.

9. A student twice suspended may petition the Admissions and Credits Committee for readmission. The Committee will approve those persons for readmission whose aims and circumstances provide clear indication to probable success in college.

10. Three suspensions from any institution (or institutions) of higher education are final.

11. The status of any student transferring from another institution of higher education will be determined in accordance with the above regulations.

English Performance Evaluation

All students who are candidates for baccalaureate degrees must attain a grade C or above in English 108 in order to prove their competence in the use of the English language. This is a requirement for graduation.

Dean's List

Students who registered for twelve or more hours and receive a grade point average of 3.2 or better are considered honor students and named to the Dean's List.

Graduation With Honors

Candidates for graduation with a Bachelor's Degree who have achieved special distinction in academic work are graduated with honors. Honors are determined by the cumulative quality point average of a student's work at graduation. Three grades of honors are recognized: **cum laude** for a point average of 3.2 to 3.49; **Magna cum laude** for a point average of 3.50 to 3.74; and **summa cum laude** for a point average of 3.75 or better. Averages are based upon the entire academic record of the student. Candidates for graduation with an Associate degree who maintain a grade point average of 3.2 or better will receive the designation of "With Honors" on their diplomas and "Honors" on the Commencement program.

General Regulations

Each student is responsible for familiarizing himself with the published *Student Handbook* concerning student rights and responsibilities and matters of academic dishonesty such as cheating and plagiarism.

Transcripts

Every student at Fairmont State College is entitled to one official transcript of his record free; for each additional copy a fee of one dollar (\$1.00) will be charged. No student who fails to meet his financial obligations to the College, or any department of the college, will be given a transcript.

An application for a transcript of credit should furnish the date of last attendance at Fairmont State College, social security number, and a married woman should give both her maiden and married names. All requests for transcripts should be sent directly to the Registrar.

Regents Bachelor of Arts Degree Program

The Regents Bachelor of Arts Degree Program is a flexible non-traditional program designed for adults in the belief that they, in their maturity and responsibilities, are distinctly different in their needs. The program can be tailored to fit the needs of those who need a degree for career advancement, those who have an associate degree in a field in which there is no corresponding baccalaureate degree available or those who seek intellectual development and personal fulfillment. The Regents Degree has particular appeal for persons who completed some college work in past years but did not obtain a degree.

Admission:

Application for admission should be made to the Coordinator, Regents B.A. Degree Program, Fairmont State College. Applicants must have graduated from high school at least four years before admission to the program. Persons with high school equivalency certificates may be admitted 4 years after their high school class graduated. If an applicant has previous college credit, failing grades received one year or more before admission to the Regents program are disregarded.

Requirements:

To qualify for graduation, candidates must accumulate a total of 128 semester hours of credit with a quality point average of 2.00. At least 40 hours must be at the upper (300 or 400) level. There must be 36 semester hours of General Education in the four areas of (1) Communications, (2) Humanities, (3) Natural Sciences and Mathematics, and (4) Social Sciences, with a minimum of 6 hours in each area. At least 15 semester hours must be taken in the West Virginia state system of higher education. The Regents B.A. is an interdisciplinary degree with no major. The program can be tailored to meet the needs of individual students.

College-Equivalent Credit:

A unique feature of the Regents Degree program is the possibility of obtaining college-equivalent credit. Credit may be awarded for learning which has taken place outside of a college if that learning is generally equivalent to that which results from college course. The learning may have resulted from work experience, on-the-job training, personal study, the pursuit of hobbies, or from a formal vocational program offered outside of a college or university, such as a hospital nursing course or military service training courses. College-equivalent credit is not awarded for all learning or successful life experience, no matter how commendable that experience may be, but only for the acquisition of knowledge or skills equivalent to the knowledge or skill acquired in college courses. An applicant for college-equivalent credit will prepare a portfolio or folder in which is presented in writing a detailed description of the knowledge or skills believed to have been acquired outside of the college setting. Supporting documents such as job descriptions and certificates for the completion of training programs will be included. Directions for portfolio preparation are available for enrolled students. The portfolio will be reviewed by appropriate faculty members at Fairmont State College or by other experts if a field of study not offered by the college is involved. The faculty members will then recommend the hours of credit to be awarded by subject at the upper and lower levels, equating the credit when possible with existing Fairmont State course offerings. An assessment fee of \$50.00 has been established by the Board of Regents for the assessment process and for the awarding of college-equivalent credit.

Foundations Program

The Foundations Program is designed to provide instruction in those background skills that are fundamental to doing college level work successfully. The Foundations Program offers credit courses in communications skills and basic mathematics. Various other services are offered to students on a non-credit basis: individualized help with writing, reading, and mathematics, and a listening lab for foreign language and literature students. Students are able to benefit from tutoring and from various kinds of materials: filmstrips, tapes, language kits, programmed materials, reading machines and learning packages.

Air Force Reserve Officers Training Corps

Air Force ROTC is designed to provide training that will develop leadership abilities, managerial skills, and interpersonal attitudes vital to the professional Air Force officer. It is designed to qualify for commissioning those college men and women who desire to serve in the United States Air Force. An Approval of Courses and Permission to Earn Credits for Transfer form should be completed through the Registrar's Office before enrolling for these courses.

General Military Course

The Air Force course of study offered during the freshman and sophomore years is the General Military Course (GMC). This is composed of one class hour and one corps training hour per week. Two credit hours are allowed for each semester course successfully completed. Four semesters of the GMC is one means of admission to the Professional Officer Course. However, a two-year Professional Officer Course option is available for those students who do not complete the GMC.

GMC—first year

Air Force Aerospace Studies 1. 2 hr. Study of the doctrine, mission, and organization of the United States Air Force; U.S. strategic offensive and defensive forces: their mission and function.

Air Force Aerospace Studies 2. 2 hr. Aerospace defense; missile defense; U.S. general purpose and aerospace support forces; the mission, resources, and operation of tactical air forces, with special attention to limited war; review of Army, Navy, and Marine general purpose forces.

GMC—second year

Air Force Aerospace Studies 3. 2 hr. Critical analysis of the development of air power including doctrine, technology, organization and utilization; leadership and managerial communication skills are stressed by having students prepare both written and oral presentations.

Air Force Aerospace Studies 4. 2 hr. An extension of the previous course in which the development of airpower, doctrine, technology, organization, and utilization is analyzed with emphasis upon today.

Corps Training

Corps Training is taken an average of one hour per week throughout the student's enrollment in AFOTC. Instruction is conducted within the framework of an organized cadet corps with a progression of experiences designed to develop each student's leadership potential. Corps Training involves a study of Air Force customs and courtesies; drill and ceremonies; career opportunities in the Air Force; and the life and work of an Air Force junior officer.

Professional Officer Course

The Professional Officer Course (POC) corresponds to the junior and senior years of a student's academic course. The POC is designed to provide highly qualified junior officers for the United States Air Force. Successful completion of the advanced course qualifies the student for appointment as a second lieutenant in the United States Air Force Reserve. Instruction averages three hours per week throughout the four semesters in addition to the Corps Training hours required. Three hours of credit are allowed for each of the four semesters' work in the advanced program.

To be eligible for enrollment into the POC, students must meet the following requirements:

1. Make application for the POC at the beginning of the second semester of the sophomore year.
2. Be physically qualified in accordance with Department of Air Force standards.

3. Be under 30 years of age at the time of commissioning, except that pilot and navigator applicants must not be older than 26½ years when commissioned.

4. Complete the GMC and field training courses or have equivalent credit in lieu thereof.

5. Pass the Air Force Officer Qualifying Test (AFOQT).

6. Have a minimum cumulative grade-point average of 2.0.

7. Have four semesters of undergraduate or graduate school remaining.

8. Enlist in the Air Force Reserve for a period of six years—eight years for those in the college scholarship program.

9. Execute a written agreement to complete the advanced course and attend a summer field training course.

10. Agree to accept a commission as a second lieutenant in the USAF Reserve and serve at least four years if not on flying status, or five years if pilot or navigator qualified.

11. Be accepted by the Professor of Air Force Aerospace Studies.

POC—third year

Air Force Aerospace Studies 105. 3 hr. PR: GMC or equiv. Intensive study of communicative skills, management, command and staff policies, of leadership theory and career opportunities within the Air Force.

Air Force Aerospace Studies 106. 3 hr. PR: AFAS 105, or consent. Study of human relationships, problem-solving techniques, management and leadership case studies seminar on the junior officer in the Air Force.

POC—fourth year

Air Force Aerospace Studies 107. 3 hr. PR: AFAS 105, 106. A study of American defense policy; strategy and the use of force; military law; and military sociology. Leadership and managerial skills are stressed through both written and oral class presentations.

Air Force Aerospace Studies 108. 3 hr. PR: AFAS 105, 106, 107 or consent. Analysis of the current national security strategy of realistic deterrence and the management of defense resources; evaluation of modern aerospace weapons systems, space operations, and future roles and missions for the U.S. Air Force.

Degree Requirements

The Bachelor of Arts in Education requirements for teaching fields and specializations are also included in this section under the appropriate academic discipline.

Candidates for the Bachelor of Arts and Bachelor of Science degree must complete the General Studies Requirements and a major and a minor. Students majoring in Engineering Technology are not required to have a minor. The major and minor include all courses specified in this catalog as required and all other courses attempted in the disciplines designated as the major and minor.

The minimum credit required for graduation is 128 semester hours with an average of 2.0 quality points. In all cases the quality point average for a major or minor must be 2.0 or better with the exception of a A.B.Ed. degree which requires at least a 2.2 in the teaching specialization(s).

General Studies Requirements may also meet major or minor requirements. No course, however, may be counted more than once in meeting the semester hours required for graduation. For example, general studies requirements in English will also satisfy requirements for a major or minor in English.

Twelve hours of one foreign language is a general requirement for the Bachelor of Arts. Three hours of this requirement may be waived for each unit of the language presented as entrance credit, provided that the student is competent to continue the study of the language at the appropriate college level.

General Studies Requirements for the Bachelor of Arts and the Bachelor of Science Degrees

36 Hours for Bachelor of Science Degrees

48 Hours for Bachelor of Arts Degrees

English 104*, 108**, 250, 260	12
Fine Arts	2
Art 255	2
or Music 205	2
History and Social Science	12
Economics 200 or 201	3
Geography 210	3
History 107	3
History 108	3
History 111	3
History 112	3
Political Science 103	3
Psychology 101	3
Sociology 110	3
Foreign Language (B.A. degree only)	12
French, German, or Spanish 101, 102, 201, 202 (another foreign language may be substituted with permission)	
Physical Education	1
Any basic activity course.	
***Science or Mathematics	6
Biology 101, 102	8
Chemistry 101 and 102 or 103	8
Chemistry 105, 106	10
Geology 101, 102	6
****Mathematics	6

Physics 101, 102.....	8
Physical Science (select any three).....	6
100 Scientific Methodology	2
101 Astronomy	2
102 Chemistry	2
103 Geology	2
104 Physics.....	2
105 History of Physical Science.....	2
Speech Communication 101	3

*Foundations 101, Basic Communications, is strongly recommended for those who do not meet certain minimum standards prior to enrolling in English 104.

**A grade of C or above in English 108 is required for graduation.

***This requirement may be waived by the Registrar for a student who because of physical disability or infirmity cannot perform the Basic Activity Course. The student must furnish appropriate medical substantiation of the disability or infirmity.

****This 6 hour requirement must be taken in the same discipline.

*****Math 101 and Math 102 cannot be used to satisfy General Studies requirements.

Division of Allied Health (Nurse Anesthesia and Allied Health Technology)

*The Division of Allied Health offers, in addition to a B.S. Degree in Nurse Anesthesia, several associate degrees and one certificate program. The associate and certificate programs are located in the Community College section of this Catalog (see "Index" for page numbers).

The nurse anesthetist is a specialist, who as a member of an allied health care team, is qualified to administer anesthesia to patients for all types of operations under the direction of a physician. The nurse anesthetist works with the physician anesthesiologist, or functions directly under the surgeon.

Upon completion of the basic science and clinical requirement, the student is eligible to take the national qualifying examination for membership into the American Association of Nurse Anesthetists and upon successful completion is to be recognized as a Certified Registered Nurse Anesthetist.

NURSE ANESTHESIA

Major Course			
Requirements			65 sem. hrs.
English	104	Written English	3
	108	Advanced Written English	3
	250	Survey of English Literature	3
	260	Survey of American Literature	3
Psychology	101	Introduction to Psychology	3
Biology	170	Anatomy and Physiology	4
	205	Technical Microbiology	3
	110	Nutrition	2
Home Ec.	103	American Government	3
Pol. Sci.	101	Fundamentals of Speech	3
Speech	110	Introduction to Sociology	3
Sociology	100	Scientific Methodology	2
Physical Sci.	102	Chemistry	2
	104	Physics	2
	255	Art Appreciation	
Art			

or	2
Music	205	Music Appreciation.....
Physical Ed.	100	Basic Physical Education.....
Elective		Humanities.....
Nursing	101	Fundamentals of Nursing.....
	103	Medical-Surgical Nursing.....
	202	Medical-Surgical Nursing.....
	203	Psychiatric Nursing.....
	204	Trends in Nursing.....
	205	Maternity Nursing.....
	206	Nursing of Children.....
Nurse Anest.	301	Ethics, Legal Aspects and Adm.....
	302	Prof. Adjust and Psy. of Anest.....
	303	Pharmacology in Rel. to Anest. I.....
	304	Pharmacology in Rel. to Anest. II.....
	305	Prin. and Pract. of Clin. Anest. I.....
	306	Prin. and Pract. of Clin. Anest. II.....
	307	Orientation to Anest.....
	308	Clin. Anest. Lab. I.....
	309	Clin. Anest. Lab. II.....
	310	Clin. Anest. Lab. III.....
	311	Chem. and Phys. in Rel. to Anest.....
	312	Inhalation Therapy.....
	401	Clin. Anest. Lab. IV.....
	402	Clin. Anest. Lab. V.....
	403	Clin. Anest. Lab. VI.....
	404	Anat. and Physio. in Rel. to Anest. I.....
	405	Anat. and Physio. in Rel. to Anest. II.....
	406	Anat. and Physio. in Rel. to Anest. III.....
	407	Anat. and Physio. in Rel. to Anest. IV.....
	408	Physio. in Rel. to Anest.....
	409	History of Anest.....

Several Allied Health programs, including Nurse Anesthesia, require students to purchase liability insurance and furnish their own transportation to off-campus clinical affiliates. For extensive statements concerning these requirements, see "Allied Health" division in the Community College section of this Catalog.

Division of Commerce

(Business Administration, Business Education,
Economics, Secretarial Science)

The Division of Commerce offers the student several choices in his selection of a major field of study. Under the B.S. Degree the student may obtain a degree in Business Administration with a concentration in General Business, Accounting, Economics or Office Administration.

In the A.B. in Education Degree the student may earn a degree in Business Education-Comprehensive, Business Education-Secretarial, or Business Education-Business Principles.

In the area of two-year programs the student may select: Accounting, Secretarial, Clerical, Electronic Data Processing, or Retailing.

*Students may minor in this division in General Business, Accounting, Economics, Office Administration and Electronic Data Processing.

*In the area of one-year certificates, the student may select Secretarial or Clerical.

BUSINESS ADMINISTRATION

Group A, General Major

39 sem. hrs.

Business	201, 202	Principles of Accounting.....	6
	306, 307	Business Law	6
Economics	201, 202	Economic Principles and Problems	6

The additional requirement21

These hours may be taken in any one of several combinations. Such combination to be agreed upon by student and adviser. Such combinations may include Business, Economics, and EDP classes, and Mathematics 115 and/or 116.

Minor (not open to majors in Group A or B. Open to majors in Group C and D)

18 sem. hrs.

The student in consultation with his adviser selects a set of related courses which would be more specifically in line with his interests and abilities. These courses may include Mathematics 115 and/or 116.

Group B Accounting Major

39 sem. hrs.

Business	* 201, 202	Principles of Accounting.....	6
	203	Accounting Practicum	2
	* 301, 302	Intermediate Accounting	6
	* 306, 307	Business Law	6
	310	Statistics	3
	* 330	Advanced Accounting I.....	3
	* 331	Advanced Accounting II	3
	402	Business Finance	3
	404	Cost Accounting.....	3
	405	Auditing.....	3
	406, 407	Federal Income Tax Accounting	6
	409	Quantitative Management.....	3
Economics	* 201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing	3
	103	FORTAN Programming	4
	104	Introduction to COBOL Programming	4
	115	Intermediate Mathematics II	4
Math	116	Calculus I	4

*Required courses.

Minor (not open to majors in Group A or B. Open to Majors in Group C and D)

18 sem. hrs.

Business	201, 202	Principles of Accounting.....	6
	301, 302	Intermediate Accounting	6
	330	Advanced Accounting	3
	404	Cost Accounting.....	3

	405	Auditing	3
	406, 407	Federal Income Tax Accounting	6
EDP	104	Introduction to COBOL Programming 2	4

Group C Economics**Major****39 sem. hrs.**

Economics	* 201, 202	Economic Principles and Problems	6
	* 301	Intermediate Econ. Analysis:	
		Microeconomics	3
	* 302	Intermediate Econ. Analysis:	
		Macroeconomics	3
	303	Money, Credit and Banking	3
	305	Economics of Labor	3
	307	Personal Finance	3
	405	Economic Analysis	3
	406	Guided Economic Study	3
Business	201, 202	Principles of Accounting	6
	310	Statistics	3
EDP	100	Introduction to Electronic Data Processing	3
	103	FORTTRAN Programming	4
History	320	American Economic History	3
Math	115	Intermediate Mathematics II	4
	116	Calculus I	4

*Required courses.

Minor (not open to majors in Group C; open to majors in Group A, B and D)**18 sem. hrs.**

Economics	201, 202	Economic Principles and Problems	6
	301	Intermediate Econ. Analysis:	
		Microeconomics	3
	302	Intermediate Econ. Analysis:	
		Macroeconomics	3
	303	Money, Credit and Banking	3
	305	Economics of Labor	3
	405	Economic Analysis	3
	406	Guided Economic Study	3
Math	115	Intermediate Mathematics II	4
	116	Calculus I	4

Group D Office Administration**Major****35 sem. hrs.****Required Courses**

Business	201, 202	Principles of Accounting	6
Bus. Educ.	102	Intermediate Typewriting	2
	103	Records Management	2
	211	Advanced Typewriting	2
	251	Business Communications	2
	301, 302	Advanced Shorthand and Transcription	8
	311	Office Machines	2
	314	Executive Dictation and Transcription	2
	351	Exec. Office Admin. Management	3
	352	Directed Office Experience	2
EDP	101	Punched Card Data Processing	2
Home Ec.	103	Principles of Clothing Selection	2

Minor (not open to majors in Group D. Open to majors in Group A, B and C)**21 sem. hrs.**

Business	201	Principles of Accounting	3
Bus. Educ.	101, 102	Beginning and Intermediate Typewriting or	
	211	Advanced Typewriting	4

201	Beginning Shorthand.....	4
202	Intermediate Shorthand.....	4
301	Advanced Shorthand.....	4
311	Office Machines.....	2

Curricula for Teaching Fields and Specializations in Business Education

Business Education Comprehensive, grades 7-12		54 sem. hrs.
Business	* 102 Introduction to Business.....	3
	* 141 Business Mathematics.....	3
	* 201, 202 Principles of Accounting.....	6
	306 Business Law	3
	310 Statistics	3
	314 Office Management.....	2
Bus. Educ.	* 102, 211 Intermediate and Advanced Typewriting.....	4
	* 103 Records Management.....	2
	* 251 Business Communications.....	2
	* 202 Intermediate Shorthand	4
	* 301 Advanced Shorthand and Transcription	4
	* 311 Office Machines.....	2
	* 351 Executive Office Administrative Mgt.	3
	352 Directed Office Experience.....	2
	431 Methods and Materials in Teaching Bus. Education	2
Economics	* 201, 202 Economic Principles and Problems	6
EDP	100 Introduction to Electronic Data Processing	3
Business Education Secretarial, Single Teaching Field, grades 7-12		38 sem. hrs.
Business	* 141 Business Mathematics.....	3
	* 201, 202 Principles of Accounting.....	6
	306 Business Law	3
	310 Statistics	3
	314 Office Management.....	2
Bus. Educ.	* 102, 211 Intermediate and Advanced Typewriting.....	4
	* 103 Records Management.....	2
	* 202 Intermediate Shorthand	4
	* 301 Advanced Shorthand and Transcription	4
	* 311 Office Machines.....	2
	* 351 Executive Office Administrative Management.....	3
	352 Directed Office Experience.....	2
Business Education, Business Principles, Single Teaching Field, grades 7-12		39 sem. hrs.
Business	* 102 Introduction to Business	3
	* 201, 202 Principles of Accounting.....	6
	306 Business Law	3
	310 Statistics	3
	314 Office Management.....	2
Bus. Educ.	* 102, 211 Intermediate and Advanced Typewriting.....	4
	* 103 Records Management.....	2
	* 311 Office Machines.....	2
	* 351 Executive Office Administrative Management.....	3
	352 Directed Office Experience.....	2
Economics	* 201, 202 Economic Principles and Problems	6
EDP	100 Introduction to Electronic Data Processing	3

* Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

Division of Fine Arts

(Art, Music, Speech Communication and Theatre) ART

Fairmont State College Department of Art provides a program of study for the preparation of teachers in the visual arts, leading to the B.A. degree in Education and a minor in a non-teaching degree. The art curriculum and activities are committed to provide the highest professional education for the art teacher, the creative artist and the scholar of the arts, and to play a major role in the cultural life of the college campus and the community.

The members of the Art Department faculty are professional artists as well as educators, exhibiting their work in state, regional and national exhibitions. Because of an excellent student-teacher ratio, the instructors are able to spend much time with individual instruction and counseling. As a candidate for the teaching degree, the student is not only trained in the skills of the creative artist, but is also given the background and training that will enable him to relate to and communicate with students.

Minor	24 sem. hrs.
History of Art Courses (See Courses of Instruction)	5
Studio Work Courses (See Courses of Instruction)	19

Curricula for Teaching Fields and Specializations

Art Specialization K-12	57 sem. hrs.
Required Courses	
*Art 140 Art Structure and Applied Design	3
*Art 141 Art Structure and Applied Design	3
*Art 142 Drawing	3
*Art 241 Drawing from Life	3
*Art 155 Theory of Art	2
*Art 261 Painting	3
Art 262 Painting	3
Art 278 Ancient and Medieval Art	3
Art 283 Modeling and Sculpture	3
Art 284 Modeling and Sculpture	3
Art 355 Problems in Teaching Art I	2
Art 356 Problems in Teaching Art II	2
Art 363 Painting in Watercolor	3
Art 377 Italian and Northern Renaissance Art	3
Art 378 19th Century and Contemporary Art	3
Art 383 Ceramics	3
Art 384 Ceramics	3
Art 470 Senior Exhibit	1
Art 431 Methods and Materials in Teaching Art	2
Electives to be selected from the following studio courses:	
Painting: Art 361, 362, 364, 461, 462, 463.	
Ceramics: Art 464. Sculpture: Art 465.	
Graphics: Art 341. Area Studies: Art 467, 468, 469	6

Art Single Teaching Field 7-12	38 sem. hrs.
Required Courses:	
*Art 140 Art Structure and Applied Design	3
*Art 141 Art Structure and Applied Design	3
*Art 142 Drawing	3
Art 241 Drawing from Life	3

*Art 155 Theory of Art	2
*Art 261 Painting	3
Art 278 Ancient and Medieval Art	3
Art 283 Modeling and Sculpture	3
Art 356 Problems in Teaching Art II	2
Art 363 Painting in Watercolor	3
Art 377 Italian and Northern Renaissance Art	3
Art 378 19th Century and Contemporary Art	3
Art 383 Ceramics	3
Art 470 Senior Exhibit	1

Art Subject Specialization 4-8**30 sem. hrs.****Required Courses:**

*Art 140 Art Structure and Applied Design	3
*Art 141 Art Structure and Applied Design	3
*Art 142 Drawing	3
Art 155 Theory of Art	2
*Art 241 Drawing from Life	3
*Art 283 Modeling and Sculpture	3
Art 355 Problems in Teaching Art I	2
Art 356 Problems in Teaching Art II	2
*Art 363 Painting in Watercolor	3

Electives to be selected from the following courses:

Painting: Art 261, 262, 361, 362, 364. Ceramics: Art 383, 384. Sculpture: Art 284, 465. Graphics: Art 341. History of Art: Art 278, 377, 378. Area Studies: Art 467, 468, 469	6
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*Courses marked with an asterisk must be completed before admission to the Initial Performance Practicum.

MUSIC

(Division of Fine Arts)

The Music Department offers a minor in the Bachelor of Arts Degree in Music and a Comprehensive (1-12) Music Major under the Bachelor of Arts in Education Degree. The degree programs are organized to provide a thorough background for a music teaching or a professional career. Major applied areas are offered in vocal, instrumental (strings, woodwinds, brass and percussion), piano and organ.

The department provides excellent musical instruction for its students through highly qualified professional staff of performing and teaching professors, a constantly improving and varied curriculum, and a series of sequential musical experiences and studies in all music degree programs. The department believes in exposing music students to many new and innovative educational and musical ideas as well as emphasizing the musical heritage of the past. Departmental organizations such as band, orchestra, choir, ensembles, stage band and soloists participate regularly in productions, concerts, and activities of the college and have toured in West Virginia, the United States, and Europe.

Opportunities are provided for music students to attend numerous recitals, productions and other musical events on and off campus. Several professional and fraternal organizations are sponsored by the department, including a student chapter of MENC, Sigma Alpha Iota professional sorority for women music students, and a professional fraternity for men music students.

In 1966, the music department moved in to the New Fine Arts Building. It is well equipped with musical instruments and materials and its facilities include a piano classroom, theory room, music education room, listening library, instrumental and choral rehearsal rooms, 18 practice rooms, nine studios and Wallman Concert Hall.

Specific Requirements

Minor		27 sem. hrs.
Required Courses:		
Theory		8
109-110	Theory, Comprehensive	8
Appreciation		3
206	Music Appreciation for Majors	3
Conducting		5
245	Fundamentals of Conducting	2
429 or		
430	Instrumental or Choral Methods and Advanced Conducting	3
*Applied Music		8
107	Piano (Min. 3) (Piano Proficiency)	
141	Voice (Min. 1)	
211-217	Orchestral Instrument Classes (Min. 3)	
**Participation		3

*See FSC Bulletin Music Supplement for requirements for recitals, concert attendance, applied levels, piano proficiency, and freshman level assignments, etc.

**A music minor in addition to the three hours participation credit, must be enrolled in a major performance group (band, chorus, orchestra) during each semester of college attendance.

Curriculum for Teaching Specialization
in Music

Courses marked with an asterisk must be completed before a student is admitted to the Initial Performance Practicum. See FSC Bulletin Music Supplement for requirements for recitals, concert attendance, applied levels, piano proficiency, and freshman level assignments, etc.

Subject Specialization K-12		59 sem. hrs.
(Students elect either Choral, Instrumental, or Piano-Organ emphasis)		
I. Theory, Comprehensive:		18 sem. hrs.
Music 109, 110, 209, 210 Comprehensive Theory*	16	
Music 309, Orchestration*	2	
II. History and Appreciation:		9 sem. hrs.
Music 101, Recitals and Seminar (each semester)*	N/C	
Music 206, Music Appreciation for Majors*	3	
Music 315, 316, 317 Music History*	6	
III. Conducting:		4 sem. hrs.
Music 245, Fundamentals of Conducting*	2	
Music 347, Advanced Conducting (Instrumental and Choral)*	2	
IV. Participation:		4 sem. hrs.
Music 167, 169, 172, 173 (Collegiates, Band, Orchestra, and Chorus)****		
V. Applied Music and Classes:		18 sem. hrs.
1. Applied Major (Emphasis)		
I-VII*	7	
103 Organ, 107 Piano, 177-203 Instrumental, 141 Voice		
2. Instrumental Classes	4	
211, String Class I-II*	1	
(Recommended all majors take 211-II)		
213-I Brass Class*	1	
215-I Woodwind Class*	1	
217-I Percussion Class*	1	
170 Lab Band-Orch.*	N/C	
3. Music 440, Senior Recital	1	
(See FSC Music Supplement for applied requirements)		
4. Additional Requirements	6	

a. Choral Emphasis:	
Instrumental Class II	1
or Music 320, Keyboard Accomp.*** Piano***	
105 I-II, Piano Class*	2
107, I, II, III Piano	3
b. Instrumental Emphasis:	
Instrumental Class II	1
Note: Brass Majors must take 215, I & II; Wood-	
wind majors must take 213, I & II; Percussion	
majors must take 213, I & II and 215, I & II, and	
may be excused from 217 by passing rhythmic read-	
ing proficiency.	
Piano*** 105 I & II, Piano	2
Class* 107 I-II, Piano	2
139 Voice Class	1
c. Piano and Organ Major:	
Instrumental Class II	1
or 103 Organ or 320 Keyboard Accompanying.	
Applied Minor (Instrumental or Voice)	4
139 Voice Class	1

VI. Music Education:

6 sem. hrs.

Music 328, Elementary Music Methods, Materials and Administration.* ...	2
Music 429, Instrumental Methods,	
Materials and Administration*	2
Music 430 Choral Methods,	
Materials and Administration*	2

NOTE: Music 431 Methods and Materials in Teaching General Music, 7-12 (Educational Block Course)

All Music majors with an instrumental Emphasis must take Band their Freshman and Sophomore years and at least one semester of chorus recommended.

All Music Majors to meet attendance requirements for graduation, must be enrolled in Music 101, Concerts, Recitals and Seminars (CRS) N.C., each semester enrolled.

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

**Laboratory Band-Orchestra is held once each week for non-credit (NC). All persons taking Music 211, 213, 215, 217, 411, 413, 415, and 417 are required to participate.

***Piano is required of all music students. At the completion of the required number of hours (4), each student must pass the piano proficiency examination. If failed, the student must continue to take piano until the piano proficiency examination is passed. This requirement is necessary for a degree in music. A student who so desires, may take the piano examination after completing one or more hours of piano. If successful, he is excused from the remaining hours which must be added to music electives in an applied area.

****Music 320, Keyboard Accompanying, may be substituted for one hour of applied piano.

*****A first field or minor in addition to the four (4) hours participation credit, must be enrolled in a major performance group (band, choir, orchestra) during each semester of college attendance. Participation enrollment should be in line with the applied major.

SPEECH COMMUNICATION AND THEATRE

(Division of Fine Arts)

Speech communication, man's chief means of communication, has as its purpose to gain utilitarian, aesthetic, and therapeutic results in effective human interaction. All speech communication intrapersonal, interpersonal, small group processes, public encounters, the mass media of radio and television—along with theatre arts, speech therapy and audiology, speech communication/theatre education and all of their allied performance areas is tied together by common elements of behavior and techniques.

The primary aim of the Speech Communication and Theatre Department is to assist students in understanding these functions, processes, and effects of speech communication and theatre and to teach the principles and methods that make the spoken word effective. The department offerings are designed to meet several needs—curricular and co-curricular.

First, for all students who desire to improve their speech communication skills, Speech Communication 101 (Fundamentals of Speech Communication), Speech Communication 107 (Speech Improvement), and Speech Communication 210 (Speech Communication for the Teacher) are offered. If students wish to continue their work, other courses in discussion, argumentation and debate, interpretative reading, public speaking, theatre, and radio and television may be elected.

Second, for those wishing a Bachelor of Arts degree, a minor in Speech Communication and Theatre is offered with options in either Speech Communication or Theatre. Also a minor is offered in Radio/Television Communication in either a Bachelor of Arts or Bachelor of Science Degree.

Third, for students wishing to prepare to teach speech communication/theatre on the secondary level (grades 7-12), a single teaching field in Oral Communications is offered.

Fourth, for students wishing to prepare to teach speech communication/theatre on the elementary level (grades 4-8), a subject specialization in Oral Communications is offered.

Fifth, for students wishing to specialize in fields of radio and open and closed circuit television, a two-year Radio-Television Communication Associate in Applied Science Degree is offered.

Sixth, all students are invited to participate in all or any of the Speech Communication and Theatre Department activities: intercollegiate debate, discussion, oratory, extemporaneous speaking, interpretative reading, intercollegiate individual events, Reader's Theatre, plays presented by the Masquers, the Masquers, Jr. (children's theatre), the Masquers Town and Gown Players (college and community summer theatre), the Studio Theatre, and radio and television.

Minor		28 sem. hrs.
I. Required Courses		12
Speech Comm. 101	Fundamentals of Speech Communication.....	3
Speech Comm. 105	Voice and Diction	3
Speech Comm. 130	Introduction to Broadcasting.....	2
Theatre 120	Theatre Appreciation	2
Theatre 221	Oral Interpretation	2

Options: Select the minimum of the 16 required semester hours from Theatre Option or Speech Communication Option.

A. Theatre Option		16
1. Required Courses		
Theatre 151*	Play Production.....	2
Theatre 152*	Theatre Workshop	1
Theatre 251	Acting	2
Theatre 252	Acting Workshop	1
Theatre 260	Theatre History.....	3
Theatre 270	Introduction to Theatrical Design	3
Theatre 301	Theatrical Make-up.....	1
Theatre 336	Play Directing.....	2
Theatre 337	Play Directing Practicum	1

*The one required hour in Theatre 152 (Theatre Workshop) must be taken concurrently with Theatre 151 (Play Production). Previously acquired credit in Theatre 152 or Theatre 352 will not fulfill the requirement.

2. Elective Courses

Theatre	152	Theatre Workshop	1-3
Theatre	222	Advanced Oral Interpretation	2
Theatre	223	Oral Interpretation Practicum	1-4
Theatre	252	Acting Workshop	1-3
Theatre	253	Advanced Acting	3
Theatre	302	Advanced Theatrical Make-up	1
Theatre	321	Summer Theatre: Rehearsal and Performance	1-3
Theatre	322	Summer Theatre: Production and Management	1-3
Theatre	338	Children's Drama	3
Theatre	339	Creative Drama Practicum	1
Theatre	340	Children's Theatre Practicum	1
Theatre	352	Theatre Workshop	1-4
Theatre	423	Oral Interpretation Practicum	1-4
Theatre	441	Directed Study in Theatre	1-4
Theatre	452	Acting Workshop	1-4

3. Recommended Related Courses

Art 255 or Music 205 (one not used to meet General Requirements), English 318, English 315
English 422, Music 139, Music 141, Art 142.

B. Speech Communication Option

1. Required Courses

Speech Comm.	134	Radio and TV Production	3
Speech Comm.	237	Persuasive Speaking	2
Speech Comm.	240	Group Discussion	3
Speech Comm.	243	Argumentation and Debate	3
Speech Comm.	245	Oratory	1
Speech Comm.	401	Extemporaneous Speaking	1
Speech Comm.	430	Speech Correction	3

2. Elective Courses

Speech Comm.	200	Radio/TV Announcing	3
Theatre	222	Advanced Oral Interpretation	2
Theatre	223	Oral Interpretation Practicum	1-4
Speech Comm.	244	Intercollegiate Debate	1-4
Speech Comm.	250	Broadcast Continuity Writing	3
Speech Comm.	300	Broadcast Practicum	1-6
Speech Comm.	303	Advanced Radio and Television Production	3
Speech Comm.	402	Public Speaking Practicum	1-8
Speech Comm.	440	Directed Study in Speech Communication	1-4
Speech Comm.	444	Intercollegiate Debate	1-4

3. Recommended Related Courses

English 319, Journalism 270, Psychology 101, Psychology 240.

III. Performance

In order that a student minoring in Speech Communication and Theatre may be recommended for graduation by the Speech Communication and Theatre faculty, he must perform extensively in one or more of the department faculty directed/sponsored public performance areas listed below. Performance in the areas must be extensive enough that the student reaches a satisfactory level of proficiency in at least one of the performance areas. A periodic appraisal of the extent of the student's performance and level of proficiency will be made.

Performance Areas

1. Theatre: acting, technical crews, directing, public relations, house management, business management, etc. with Masquers Town and Gown Players, Masquers, Jr., or studio theatre presentations.
2. Oral Interpretation: reader's theatre, inter-collegiate festivals, contests, and other public performances.
3. Public Speaking (forensics): inter-collegiate debate, public speaking contests, festival and other public speaking presentations.

4. Radio/TV: acting, producing, writing, announcing, etc. for FSC campus radio and TV public broadcasts.

Curricula for Teaching Field and Specialization in Oral Communications (Speech Communication and Theatre)

Single Teaching Field, Grades 7-12

32 sem. hrs.

I. Required Courses

29 sem. hrs.

Speech Comm.	105*	Voice and Diction	3
Speech Comm.	130*	Introduction to Broadcasting	2
Theatre**	151*	Play Production	2
Theatre**	152*	Theatre Workshop	1
Speech Comm.	210*	Speech Communication for the Teacher	3
Theatre	221*	Oral Interpretation	2
Speech Comm.	237*	Persuasive Speaking	2
Speech Comm.	243*	Argumentation and Debate	3
Speech Comm.	245	Oratory	1
Theatre	251*	Acting	2
Theatre	336*	Play Directing	2
Theatre	337*	Play Directing Practicum	1
Speech Comm.	430	Speech Correction	3
Speech Comm.	431	Methods and Materials for Teaching Speech Communication and Theatre	2

*Courses marked with an asterisk must be completed before the Initial Performance Practicum.

**The one required hour in Theatre 152 (Theatre Workshop) must be taken concurrently with Theatre 151 (Play Production). Previously acquired credit in Theatre 152 or Theatre 352 will not fulfill this requirement.

II. Elective Courses. Select from either or both areas.

5 sem. hrs.

Theatre	120	Theatre Appreciation	2
Theatre	152	Theatre Workshop	1-3
Theatre	222	Advanced Oral Interpretation	2
Theatre	223	Oral Interpretation Practicum	1-4
Theatre	252	Acting Workshop	1-4
Theatre	253	Advanced Acting	3
Theatre	260	Theatre History	3
Theatre	270	Introduction to Theatrical Design	3
Theatre	301	Theatrical Make-up	1
Theatre	302	Advanced Theatrical Make-up	1
Theatre	321	Summer Theatre: Rehearsal and Performance	1-3
Theatre	322	Summer Theatre: Production and Management	1-3
Theatre	338	Children's Drama	3
Theatre	339	Creative Drama Practicum	1
Theatre	340	Children's Theatre Practicum	1
Theatre	352	Theatre Workshop	1-4
Theatre	423	Oral Interpretation Practicum	1-4
Theatre	441	Directed Study in Theatre	1-4
Theatre	452	Acting Workshop	1-4
Speech Comm.	303	Advanced Radio and Television Production	3
Speech Comm.	402	Public Speaking Practicum	1-8
Speech Comm.	440	Directed Study in Speech Communication	1-4
Speech Comm.	444	Intercollegiate Debate	1-4

I. Performance

In order that the AB in Education student with a teaching field in Oral Communications (grades 7-12) may be able to meet the competencies for state

teacher accreditation and hence be recommended for the Professional Block by the Speech Communication and Theatre faculty, he must perform extensively in one or more of the department faculty directed/sponsored public performance areas listed below. The activities in these areas are necessary co-curricular supplements and extensions of classroom experiences. The student's performances in the areas must be extensive enough that the student reaches a satisfactory level of proficiency in at least one of the performance areas. A periodic appraisal of the extent of the student's performance and level of proficiency will be made.

Performance Areas

1. Theatre: acting, technical crews, directing, public relations, house management, business management, etc. with Masquers, Masquers Town and Gown Players, Masquers, Jr., or studio theatre presentations.
2. Oral Interpretation: reader's theatre, inter-collegiate festivals, contests, and public performances.
3. Public Speaking (forensics): inter-collegiate debate, public speaking contests, festivals, and other public speaking presentations.
4. Radio/TV: acting, producing, writing, announcing, etc. for the FSC campus radio and TV public broadcasts.

Oral Communications, Subject Specialization 4-8

26-27 sem. hr

Speech Comm.	105	Voice & Diction.....	3
Speech Comm.	130	Introduction to Broadcasting.....	2
Speech Comm.	210	Speech Communication for the Teacher.....	3
Theatre	221	Oral Interpretation	2
Speech Comm.	237	Persuasive Speaking	2
or			
Speech Comm.	240	Group Discussion.....	3
Theatre	251	Acting	2
Theatre	336	Play Directing.....	2
Theatre	337	Play Directing Prac.	1
Theatre	338	Children's Drama.....	3
Theatre	339	Creative Drama Practicum.....	1
Speech Comm.	430	Speech Correction.....	3
Speech Comm.	431	Methods & Materials in Teaching	
		Speech Communication and Theatre	2

Speech Pathology and Audiology

Fairmont State College is entering a cooperative arrangement with West Virginia University whereby interested students could (1) enroll at FSC for two years taking general studies (core) requirements and four basic Speech Pathology and Audiology courses in Fairmont State College's Speech Communication and Theatre Department and then (2) transfer to the Speech Pathology and Audiology Department at West Virginia University to complete coursework and clinical requirements for the B.S. degree in Speech Pathology and Audiology (now a pre-professional degree in West Virginia).

Division of Health, Physical Education, Recreation, and Safety

The Division of Health Education, Physical Education, Recreation and Safety offers a Bachelor of Science in Health Science, and also a minor for students interested in pursuing a career in this area.

Bachelor of Science—Health Science

Major

59 sem. hr

Course Requirements

13

HTH	100	Personal Health	2
HTH	150	Introduction to Health Science.....	2

HTH	202	Community Health Problems (PR: Biology, 101, 102).....	3
HTH	370	Contemporary Health Issues (PR: Psy. 101, Soc. 110).....	3
HTH	410	Seminar in Public Health Education.....	4
HTH	412	Drug Use—Abuse—Addiction.....	2
HTH	415	Human Sexuality	2
HTH	425	Environmental Health	2
HTH	450	Field Practicum in Public Health.....	4

Major—Related Requirements

PH ED	211	Anatomy and Physiology.....	4
EMS	100	Emergency Medical Training	4
SAF	203	General Safety Education.....	3
CHEM	101	General Chemistry.....	4
CHEM	102	General Chemistry.....	4
PSY	210	Personal Adjustment	3
PSY	250	Community Psychology	3
SOC	200	Social Problems.....	3
SOC	305	Social Psychology.....	3
SOC	360	Field of Social Work	3
EDUC	220	Areas of Exceptionality in Special Education	3

Minor—Health Science**24 sem. hrs.**

HTH	100	Personal Health	2
HTH	150	Introduction to Health Science.....	3
HTH	202	Community Health Problems	3
HTH	202	Community Health Problems	3
HTH	370	Contemporary Health Issues	3
HTH	410	Seminar in Public Health Education.....	4
HTH	412	Drug Use—Abuse—Addiction.....	2
HTH	415	Human Sexuality	2
HTH	425	Environmental Health	2

PHYSICAL EDUCATION

(Division of Health, Physical Education, Recreation and Safety)

In the Bachelor of Science curriculum major and minor programs of study are offered in Physical Education for students interested in pursuing careers other than teaching (physical therapy, graduate research) which require background knowledge in Physical Education. The Bachelor of Arts in Education curriculum offers a subject specialization in Physical Education, grades 7 thru 12. The Physical Education program is designed to stimulate the development of minimal competencies in the formulation, application, analyzing, and synthesizing of concepts related to effective performance of sport and human movement activities.

Bachelor of Science—Physical Education**Major****Course Requirements****38 sem. hrs.****Sport Science****13**

PH ED	211	Anatomy and Physiology (PR: Biology 101, 102).....	4
PH ED	212	Physiology of Exercise (PR: PH ED 211).....	3
PH ED	313	Mechanical Analysis (PR: PH ED 211).....	3
PH ED	318	Sport Social Psychology (PR: Psy. 10, Soc. 110, PH ED 222)	3

Sport Theory**12**

PH ED	121	Introductory Seminar in Educational Sport	2
PH ED	222	Foundations of Educational Sport	

		(PR: PH ED 121).....	2	
PH ED	231	Games and Rhythms (PR: PH ED 121, Majors only) ..	2	
PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)	2	
		or		
PH ED	233	Advanced Aquatics—Lifesaving (PR: PH ED 121, Majors only).....	2	
PH ED	234	Field Sports I (PR: PH ED 231).....	2	
PH ED	236	Field Sports II (PR: PH ED 234).....	2	
		or		
PH ED	235	Court Sports I (PR: PH ED 231).....	2	
PH ED	237	Court Sports II (PR: PH ED 235).....	2	
Related Science				7
CHEM	101	General Chemistry.....	4	
PHYS	101	Introduction to Physics	3	
Restricted Electives (Select Two)				6
PSY	230	Social Psychology.....	3	
PSY	240	Statistics	3	
SOC	301	Anthropology	3	
Minor				
Course Requirements				32 sem. hrs.
Sport Science				
PH ED	211	Anatomy and Physiology (PR: Biology 101, 102).....	4	
PH ED	212	Physiology of Exercise (PR: PH ED 211).....	3	
PH ED	313	Mechanical Analysis of Sport (PR: PH ED 211).....	3	
PH ED	318	Sport Social Psychology (PR: Psy. 101, Soc. 110, PH ED 222)	3	
Sport Theory				4
PH ED	121	Introductory Seminar in Educational Sport	2	
PH ED	222	Foundations of Educational Sport	2	
Sport Laboratory				8
PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)	2	
		or		
PH ED	233	Advanced Aquatics—Lifesaving (PR: PH ED 121, Majors only, Consent)	2	
PH ED	234	Field Sports I (PR: PH ED 231).....	2	
PH ED	236	Field Sports II (PR: PH ED 234).....	2	
		or		
PH ED	235	Court Sports I (PR: PH ED 231).....	2	
PH ED	237	Court Sports II (PR: PH ED 235).....	2	
Related Science				7
CHEM	101	General Chemistry.....	4	
PHYS	101	Introduction to Physics	3	

Curriculum For Teaching Field Subject Specialization In Physical Education, Grades 7-12

Course Requirements			37 sem. hrs.
Sport Science			13
*PH ED	211	Anatomy and Physiology (PR: Biology 101, 102).....	4
*PH ED	212	Physiology of Exercise (PR: PH ED 211).....	3
*PH ED	313	Mechanical Analysis of Sport (PR: PH ED 211).....	3
*PH ED	318	Sport Social Psychology (PR: Psy. 101, Soc. 110, PH ED 222)	3
Sport Theory			12
*PH ED	121	Introductory Seminar in Educational Sport	2

*PH ED	222	Foundations of Educational Sport (PR: PH ED 121)....2
*PH ED	223	Evaluation of Instruction in Sport (PR: PH ED 222) ...3
*PH ED	324	Educational Sport (PR: PH ED 222, 223).....3
*PH ED	325	Educational Sport Laboratory (PR: PH ED 324).....2

Sport Laboratory

12

*PH ED	231	Games and Rhythms (PR: PH ED 121, Majors only) ..2
*PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)2 or
*PH ED	233	Advanced Aquatics and Lifesaving (PR: PH ED 121, Majors only, consent)2
*PH ED	234	Field Sports I (PR: PH ED 231).....2
*PH ED	235	Court Sports I (PR: PH ED 231).....2
*PH ED	236	Field Sports II (PR: PH ED 234).....2
*PH ED	237	Court Sports II (PR: PH ED 235).....2

*Must be completed prior to the Initial Performance Practicum.

Division of**Language and Literature**

(English, French, German, Journalism, Library Science, and Spanish)

English

The English program is designed to provide instruction in the English language and in literature written in English as part of the college's educational program, thereby developing increased proficiency in communication skills and encouraging judgment and appreciation of the values of literature for the individual and for society. It is also intended to provide leadership and constructive influence in promoting literacy and the appreciation of literature in elementary and secondary schools of the state, particularly through the training of English teachers and by seeking to obtain high standards in teacher education. A third aim of the English program is to cooperate with the English departments of all colleges and universities in the state in the effort to promote in the academic community, the state, and the nation an understanding of the importance of language and literature as an element in liberal education. A final aim of the English program—which is a result of its general concern with academic excellence—is to make available honors courses for talented and highly motivated students.

Advanced Standing

By reviewing high school records and performances on the ACT, the Registrar will determine eligibility for advanced standing and credit in English. To qualify, a student must have no semester grade of less than B in each of the four units of high school English and a standard score of 22 or higher on the English part of the ACT.

Major in English—Bachelor of Arts**30 sem. hrs.**

Preliminaries: In addition to the General Studies requirements in English (Eng. 104, 108, 250, 260), the major is required to complete 30 hours in English courses beyond the 200 level, according to the following plan:

- Section 1.** All students must take English 315, Shakespeare3
and English 341 Survey of World Literature.....3
- Section 2.** The student must then select one course from each of the following groups:
- Group A—353. Eighteenth Century Literature; 420 Seventeenth Century Literature; 421. Chaucer*3
- Group B—311. Literature of the Romantic Period; 312. Literature of the

- Victorian Period; 346. The British Novel
 Group C—319. General Semantics; 321. Study of the English Language; 42. Chaucer*
 Group D—302. Narrative and Descriptive Writing; 413. Expository Writing
 Group E—347. The American Novel; 350. American Prose; 360. Major American Poets.....
 Group F—318. Modern Drama; 343. The Current Scene in Literature.....
 *Chaucer may be counted only once, either in Group A or C.
- Section 3. Six hours must be selected from among the six groups above and/or from the following list of three-hour courses.....
 322 The Short Story
 342 Survey of World Literature (Renaissance to Modern)
 348 The Bible as Literature
 351 Minority Literature
 352 Southern Literature
 372 The Art of the Motion Picture
 376 Civilization—A Personal View
 422 The British Drama
 423 Literary Criticism
- Section 4. The following courses can only be taken as open electives and, therefore, would not count toward the required 30 hours.
 207 Children's Literature
 371 Folk Literature
 *450 Honors Literature
 **460 Independent Studies

Minor in English

18 sem. h

Preliminaries: In addition to the twelve General Studies semester hours required English (104, 108, 250, 260), the English minor is required to complete 18 hours English courses beyond the 200 level, according to the following plan:

Required Courses on the 300-400 level:

18 sem. h

- English 315, Shakespeare.....
 English 341, Survey of World Literature
 One course selected from Groups A or B, above
 One course selected from Groups C or D, above.....
 Two courses, 300-400, selected from any area above, except Section 4

*In order to enter this course, a student must have the consent of the Honors Committee.

**When extreme hardship in scheduling is placed on a student, he or she may request chairman of the English Department (who will confer with the chairman of the department Curriculum Committee) to substitute this course for any course above.

OR

Minor in Business and Technical Writing

18 sem. h

Preliminaries—In addition to the twelve General Studies semester hours required English (104, 108, 250, 260), the English minor taking this option is required to complete 18 hours in English and Journalism courses according to the following plan:

- English 109, Technical Report Writing.....
 English 309, Advanced Technical Communication.....
 English 319, General Semantics.....
 English 413, Expository Writing.....

*Journalism 240, Reporting I.....

Journalism 312, Publication Problems

*Journalism 240 should be taken before Journalism 312.

Curricula for Teaching Field and Specializations in English and Language Arts

English, Single Teaching Field 7-12 37 sem. hrs.

Mandatory Requirements:

Journalism	240	Reporting I.....	3
*Education	300	Reading Process.....	2
*Education	304	Developmental Reading.....	2
English	315	Shakespeare.....	3
English	319	General Semantics.....	3
*English	321	Study of the English Lang.	3
English	423	Literary Criticism.....	3

Elective Requirements: (choose any two courses from the following group)

English	311	Lit. of the Romantic Period	
English	312	Lit. of the Victorian Period	
English	353	Eighteenth Century Lit.....	6
English	420	Seventeenth Century Lit.	
English	421	Chaucer	

Elective Requirements: (choose one course from each of the following groups)

English	318	Modern Drama	
		or.....	3
English	422	The British Drama	
English	346	The British Novel	
		or.....	3
English	347	The American Novel	
English	302	Narr. & Descrip. Writing	
		or.....	3
English	413	Expository Writing	
English	343	The Current Scene in Lit.	
English	351	Minority Literature.....	3
English	352	Southern Literature	
English	360	Major American Poets	

Language Arts Subject Specialization 7-9

28 sem. hrs.

Mandatory Requirements:

English	207	Children's Literature.....	3
English	315	Shakespeare.....	3
English	319	General Semantics.....	3
*English	321	Study of the English Language.....	3
English	342	Survey of World Literature.....	3
English	343	The Current Scene in Literature.....	3
*Education	300	Reading Process.....	2
*Education	304	Developmental Reading.....	2

Elective Requirements: (choose one course from each of the following groups)

English	351	Minority Literature	
		or.....	3
English	352	Southern Literature	
English	302	Narrative & Descr. Writing	
		or.....	3
English	413	Expository Writing	

Language Arts Subject Specialization 4-8

23 sem. hrs.

Mandatory Requirements:

English	207	Children's Literature.....	3
English	302	Narrative & Descr. Writing.....	3
English	319	General Semantics.....	3
*English	321	Study of the English Language.....	3
English	322	The Short Story.....	3
English	360	Major American Poets.....	3
*English	431	Methods of Teaching English.....	2

Elective Requirements: (choose one course from the following group)

Library Sci.	210	Lib. Materials for Adolescents	
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English	341	Survey of World Lit.	3
English	348	The Bible as Literature	
English	371	Folk Literature	

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

FRENCH

(Division of Language and Literature)

The foreign language programs, French, German, and Spanish, emphasize the achievement of definite and functional results. An important component consists of systematically planned vocabulary building, whereby words are first learned in a simple context, reinforced by a methodical use of cartoons, works of art, and news photographs, all of which are shown by opaque and slide projectors. The vocabulary is later encountered again in the context of interesting reading especially selected to fit the general plan. The student completes each year with a firm and useful fund of language skill and broadened horizons. A large component of French civilization and culture is included. Students preparing for fields in international relations and teaching have available a series of courses in conversation to establish this advanced skill.

FRENCH MAJOR

(In collaboration with the Foreign Language Department of
West Virginia University)

B.A. and B.A. in Education

30 sem. hrs.

(Single Teaching Field, Grades 7-12)

Required Courses

(Note that six hours of the starred courses are taken at West Virginia University, normally during one summer session)

French	101	Elementary French.....	3
	102	Elementary French.....	3
	201	Second Year French,	
		or	
	215	Outside Reading in French I	3
	202	Second Year French	
		or	
	216	Outside Reading in French II	3
	292*	Pro-Seminar. (France in Perspective and	
		Contemporary Literature, 3 sem. hrs. each).....	6
		or	
	292**	Pro-Seminar (Conversation and	
		Contemporary French Culture**)	6
	311	French Composition and Conversation I.....	3
	312	French Composition and Conversation II.....	3
	314	French Civilization and Culture.....	3
	426	Main Currents of French Literature	
		and Culture.....	3

*France in Perspective and Contemporary Literature are taken as a group on the West Virginia University Campus, normally during one summer session, and are the Pro-Seminar Topics assigned by Fairmont State College.

**Conversation and Contemporary French Culture, for six credit hours, is taken in the West Virginia University French Program Overseas, in Cannes, France, during a summer session. This is optional, and may be taken instead of the summer campus program marked with one asterisk.)

Minor	24 sem. hr.
Required Courses	15
1, 102, 201, 202, and one course from the 311-312 group	
Electives	9
Selected from any of the remaining French courses.	

French Subject Specialization, Grades 4-8

Required Courses	20 sem. hrs.
French	
101 Elementary French.....	3
102 Elementary French.....	3
201 Second Year French, or 215 Outside Reading in French I	3
202 Second Year French, or 216 Outside Reading in French II	3
311 French Composition and Conversation I or French 312 Composition and Conversation II.....	3
314 French Civilization and Culture.....	3
431 Methods and Materials in Teaching French.....	2

For any six semester hours, except 101 and 102, of the above courses, French 292 Pro-Seminar, six semester hours, in the West Virginia University French program overseas, in one summer session, may be taken.

GERMAN

(Division of Language and Literature)

The foreign language programs, emphasize the achievement of definite and functional results. An important component consists of systematically planned vocabulary building, whereby words are first learned in a simple context, reinforced by a methodical use of cartoons, works of art, and news photographs, all of which are shown by opaque and slide projectors. The vocabulary is later encountered again in the context of interesting reading especially selected to fit the general plan. The student completes each year with a firm and useful fund of language skill and broadened horizons. A simple component in German civilization and culture is included. A German minor is available, as well as course work for those desiring to do additional reading under supervision.

Minor		18 sem. hrs.
Required Courses		
German	101, 102	First Year German, or equivalent6
	201, 202	Intermediate German, or equivalent6

Electives from the following courses:

210	Masterpieces of German Literature.....	3
230	German Special Topics II.....	3
301	The German Novelle.....	3
302	German—Drama and Lyric Poetry.....	3
303	Special Topics.....	3

JOURNALISM

(Division of Language and Literature)

The Journalism curriculum at Fairmont State College provides students with a wide academic program choices and unlimited possibilities of practical mass media experience. Academically, students may select the Journalism Teaching Specialization, Grades 7-12, if they decide to teach high school journalism and advise school newspapers, yearbooks, magazines, etc.; or they may choose one of the two available options of the Journalism minor. Additional expertise may be obtained by working on the award-winning student publications—THE COLUMNS, the college's weekly newspa-

per, and MOUND, the college yearbook, both of which recently achieved national and state recognition for excellence, as noted in their mastheads—or by interning at area print and broadcast journalism facilities, as required in specific Journalism or Broadcasting courses. (See Broadcasting programs listed in the Oral Communication and Theater and Community College sections of this catalog.)

Journalism is offered as a single teaching specialization or teaching major, grades 7-12, and as a minor that can be coupled with all majors offered in Bachelor of Arts or Bachelor of Science degree programs at Fairmont State College. A minimum of 24 semester hours plus an additional teaching specialization are requirements for completion of the teaching field in Journalism.

The Journalism minor provides non-teaching students with two options: the 18-semester hour minor applicable to any B.A. or B.S. degree or as a Pre-Journalism curriculum for students who plan to transfer to professional journalism schools, and the 18-semester hour Technical Writing curriculum, applicable also to any B.A. or B.S. degree, for those who want greater concentration in writing and more latitude in the variety of commercial and industrial writing and editing careers available to them. Students enrolling in the Pre-Journalism minor should consult the college where they will complete their degree for additional course requirements. Enrollees in the Technical Writing option should discuss career plans with their advisers as well as the Journalism Coordinator, 121 Library Building, before making their course selection from among English 309 or 413 or Journalism 330.

Journalism courses are open to students in any field of study as electives, but attention should be paid to prerequisites, such as the fact that completion of Journalism 240 is necessary before enrolling in Journalism 312, 330, 340, 341, and 343. Enrollees should also be able to type before registering for any of these courses.

Because prospective teachers, both elementary and secondary, need to be aware of the impact of mass communications today, they should consider taking one or more of the introductory courses, such as Reporting I, Communications and Society, The Newspaper and Society, and the History of American Journalism. Secondary teachers, (7-12), whatever their major, may choose journalism as an additional teaching field. Those interested in advising school publications should complete the hours required for teacher certification, grades 7-12. Because they deal with communications skills, English majors may find additional hours in journalism beyond the required reporting course helpful. They should consult journalism faculty about additional courses offered by the department.

Designed to meet the needs of both teaching and non-teaching students, the journalism program has five broad objectives; to develop an awareness of the tremendous impact of the mass media on society; to build a knowledge of the history of communications, its importance, laws, ethics and limitations of its freedom; to provide a knowledge of the tools and methods of the communications media; to evaluate data so as to separate facts and truth from chaff, misleading statements, and outright falsehood; and to give practical experience in writing and producing material for the media so that both journalism teaching majors and non-teaching minors are prepared for work in print or broadcast journalism.

Journalism students are urged to elect courses in language, literature, social studies, broadcasting and printing if they plan careers in mass communications. Non-teaching minors as well as students with journalism as a teaching specialization, must take active parts in publishing the college newspaper, THE COLUMNS, and the yearbook, MOUND, in order to receive departmental recommendation. Completion of course requirements without practical application as staffers on these publications is not sufficient preparation for effective journalists.

Minor—B.A. and B.S. Degree or Pro-Journalism			16 sem. hrs.
Journalism	240*	Reporting I	3
	270	Communications in Society	2
	280	History of American Journalism	3
	312	Publications Problems	3
	334	News Photography	2
	343	Copy Editing and Makeup	3

Journalism 240 should be followed as soon as possible by Journalism 343.

OR

Minor—Business and Technical Writing			18 sem. hrs.
English	109	Technical Report Writing	3
Journalism	240	Reporting I	3
Journalism	343	Copy Editing and Makeup	3
Journalism	312	Journalism Problems	3
English	319	General Semantics	3

A minimum of three elective hours must be selected from among these courses:

English	413	Expository Writing	3
English	309	Advanced Technical Communication	3
Journalism	330	Advanced Reporting	3

In addition, the following electives are suggested:

English	309	Advanced Technical Communication	3
English	413	Expository Writing	3
Journalism	330	Advanced Reporting	3
Journalism	340	Journalism Practice	2
Journalism	341	Journalism Practice	2

Curriculum for Teaching Field in Journalism

*Single Teaching Field, Grades 7-12			24 sem. hrs.
Journalism	*240	Reporting I	3
	*270	Communication in Society	2
	*280	History of American Journalism	3
	*312	Publication Problems	3
	320	Principles of Advertising	3
	334	News Photography	2
	*340	Journalism Practice	2
	*343	Copy Editing and Makeup	3

A minimum of three elective hours are required to complete the requirements of the journalism teaching field:

Journalism	271	The Newspaper and Society	3
	330	Advanced Reporting	3
	341	Journalism Practice	2

Courses marked with an asterisk must be completed before admission to the Initial Performance Practicum.

Students in this field must complete an additional teaching field or specialization for Grades 12. Journalism 240 should be followed as soon as possible by Journalism 343 so students will be ready for practical experience working on campus publications.

LIBRARY SCIENCE

(Division of Language and Literature)

The library science program is designed to meet the needs of students preparing to qualify for state certification as librarians in public schools, students who desire a minor that will prepare them for positions in public, academic, and special libraries, and students who are interested in preparing for graduate study in librarianship. Moreover, other students, regardless of subject interests, can profitably elect courses from library science offerings. An opportunity exists for Library Science students to earn money and gain work experience in the Fairmont State College Library.

Minor**24 sem. hrs**

Persons holding the Bachelor of Arts or Bachelor of Science degree, with a minor in library science, are prepared for employment in academic, public, or special libraries at the associate level. The library associate performs pre-professional tasks that require maturity of judgment, an appreciation of the philosophy of library service and the ability to respond to the needs of people using the library. This minor also provides the prerequisite requirements of many American Library Association accredited library schools.

Lib. Sci.	120	Introduction to Library Science	3
	200	Reference and Bibliography	3
	210	Library Materials for Adolescents	3
	302	Cataloging and Classification	3
	304	Organization and Administration	3
	400	Library Practice	3
English	207	Children's Literature	3
Education	424	Educational Technology.....	3

Curricula for a Teaching Field as School Librarian**School—Library Media K-12****24 sem. hrs**

The purpose of this program is to prepare students for certification in elementary and secondary school librarianship. This teaching field (K-12) must be selected in combination with a specialization for classroom teaching. Library Science 400 is taken as part of the Initial Performance Practicum.

Lib. Sci.	*120	Intro. to Lib. Sci.....	3
	*200	Reference and Bibliography	3
	*210	Library Materials for Adolescents	3
	*302	Cataloging and Classification	3
	*304	Organization and Administration	3
	400	Library Practice	3
English	*207	Children's Literature	3
Education	*424	Educational Technology.....	3

*Must be completed prior to admission to I.P.P.

SPANISH**(Division of Language and Literature)**

The Spanish program emphasizes the achievement of definite and functional results in the speaking and reading of Spanish and in knowledge of the culture and way of life of Spain, Latin American, and the people of Latin American origin in the United States. The courses will be of interest to all those foreseeing a period of extensive commercial, political, and cultural contact with Latin America and Spain.

Minor B.A. and B.S. Degree*18 sem. hrs**

Spanish	101	Elementary Spanish	3
	102	Elementary Spanish	3
	201	Second Year Spanish	3
	202	Second Year Spanish	3
	210	Special Topics in Spanish	3
	220	Hispanic Civilization and Culture.....	3

*Spanish 199 may be substituted for any of the above courses.

Division of Science and Mathematics

(Biology, Chemistry, Geology, Mathematics, Physical Science, and Physics)

Biology

The Department of Biology, Division of Science, program is designed to service both undergraduate non-majors and those pursuing major areas of study in Biological Science leading to either the A.B. in Education or the Bachelor of Science degrees as well as preparatory programs in pre-professional areas. The Department employs a highly specialized staff capable of instructing in specialty areas from Classical Biology to Molecular Biology. Field research and field studies are stressed highly as an integral part of the overall program. Facilities and equipment are available for independent research by students and/or staff.

The Department of Biology is located on the fourth floor of Hunt-Haught Hall which was completed in the summer of 1971. This modern facility consists of eight student laboratories, with modern equipment including closed-circuit TV, three research rooms, a photographic dark-room, animal room, and plant house.

The biology curriculum for both the Bachelor of Science and A.B. in Education has recently been revised so that students are required to complete 8 basic courses in biology designed to provide a comprehensive understanding of biology. Electives may be chosen at the student's discretion.

Advanced undergraduate students are regularly employed as paid laboratory assistants in most classes.

Bachelor of Science Degree

Major		55-57 sem. hrs.	
Required Courses		26 sem. hrs.	
Biology	219	General Zoology.....	4
Biology	220	Invertebrate Zoology.....	4
		or	
Biology	221	Vertebrate Zoology.....	4
Biology	230	General Botany.....	4
Biology	310	Cell Biology.....	3
Biology	370	Plant Physiology.....	4
Biology	380	Genetics.....	3
Biology	210	Field Biology	
		or	
Biology	285	Field Zoology	
		or	
Biology	290	Field Botany.....	3
Biology	490	Seminar in Biology.....	1
*Electives		10 sem. hrs.	
Required Related Courses		19-21 sem. hrs.	
Chemistry	101, 102	8
		or	
***Chemistry	105, 106	10
Physics	101, 102	8
Math	112	
		or	
	higher	3

*One unit of high school Chemistry is required for Chemistry 105, 106. Students lacking high school Chemistry must enroll in Chemistry 101 and 102.

*10 hours of electives must be selected from the Biology curriculum.

*Field Zoology 285 or Field Botany 290 may be substituted for Field Biology 210. However, the are only taught during summer terms.

Minor		25 sem. hr.
Biology	219	General Zoology.....4
Biology	220	Invertebrate Zoology4
		or
Biology	221	Vertebrate Zoology.....4
Biology	230	General Botany.....4
Biology	310	Cell Biology3
Biology	370	Plant Physiology4
Biology	380	Genetics.....3
*Biology	210	Field Biology
		or
Biology	285	Field Zoology
		or
Biology	290	Field Botany.....3

*Field Biology 210 may be substituted with Field Zoology 285 or Field Botany 290, Biology 210 and 290 are taught during summer terms only.

Curriculum for Teaching Field in Biology

Single Teaching Field, Grades 7-12		46 sem. hr.
Required in Biological Science		
*Biology	219	General Zoology.....4
*Biology	220	Invertebrate Zoology4
		or
*Biology	221	Vertebrate Zoology.....4
*Biology	230	General Botany.....4
*Biology	310	Cell Biology3
*Biology	370	Plant Physiology4
*Biology	380	Introduction to Genetics3
*Biology	210	Field Studies in Biology.....3
		or
*Biology	285	Field Zoology.....3
		or
*Biology	290	Field Botany.....3

Electives in Biological Science 4 sem. hrs.

Required Related Courses

*Chemistry	101, 102	General Chemistry8
*Physics	101	Introduction to Physics4
*Geology	102	General Geology3
Science	431	Met. & Mat. in Teaching Science2

(Offered only second semester of each year)

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

***Field Biology 210 may be substituted with Field Zoology 285 or Field botany 290. both these courses are taught during summer term only.

CHEMISTRY

(Division of Science and Mathematics)

Three programs are available for students who wish to specialize in chemistry:

1) The B.S. degree with a major in chemistry provides a well-balanced program courses in the major fields of chemistry, as well as mathematics and physics. A student completing this program will be able to compete with graduates of most colleges and universities for positions in industry, federal agencies, and graduate schools in chemistry.

2) The A.B. degree in chemistry includes a less rigorous grounding in mathematics but provides background suitable for employment in chemical or health-related agencies or industrial laboratories. It is an ideal pre-medical curriculum or it can provide a stepping stone to graduate school in biochemistry, pharmacology, or related fields.

3) The A.B. in Education with a teaching field in chemistry equips the graduate to teach chemistry in any secondary school or to pursue graduate studies in Science Education.

Bachelor of Science Degree

Major	64-67 sem. hrs.
Required courses	44 sem. hrs.
Chemistry 105, 106	Chemical Principles.....10
205	Analytical Chemistry.....4
206	Instrumental Analysis.....5
305, 306	Organic Chemistry.....10
405, 406	Physical Chemistry.....8
440	Intermediate Organic Chemistry.....3
450	Intermediate Inorganic Chemistry.....3
460	Seminar.....1
Related courses	20-23 sem. hrs.
Physics 101, 102	Introduction to Physics.....8
Mathematics through Calculus III	12-15

Bachelor of Arts Degree

Major	54 sem. hrs.
Required Courses	39 sem. hrs.
Chemistry 105, 106, 205, 206, 305-306 (10 sem. hrs.)	
340, 440, 450, 460	
Related courses	15 sem. hrs.
Physics 101, 102	
Mathematics 112, 115	
Minor	19-20 sem. hrs.
Required Courses	
Chemistry 105, 106 and either 205, 206 or 305, 306 (10 hrs.)	

Curriculum for Teaching Field in Chemistry

Single Teaching Field Grades 7-12	36 sem. hrs.
Chemistry *105, 106	Chemical Principles.....10
Chemistry *205	Analytical Chemistry.....4
Chemistry *206	Instrumental Analysis.....5
Chemistry *305	Organic Chemistry.....4
Chemistry *340	Physical Approach to Modern Chemistry.....3
Physics *101, 102	Introduction to Physics.....8
Science *431	Meth. & Mat. in Teaching Science (offered only second Semester each year).....2
Chemistry 101, 102, 103	may be substituted for 105, 106 in all programs.

Courses marked with asterisk must be completed prior to admission to the Initial Performance Practicum.

GEOLOGY

(Division of Science and Mathematics)

Geology is offered as a fulfillment of the General Studies requirement and as an integral part of various science-oriented teaching fields.

MATHEMATICS

(Division of Science and Mathematics)

Students who major in Mathematics may satisfy the requirements for at least one of four options: (1) The Bachelor of Arts in Mathematics as preparation for graduate study in Mathematics. (2) The Bachelor of Science in Mathematics as a preparation for work in computing or for graduate study in computer science. (3, 4) The Bachelor of Arts in Education (with a single teaching field or a subject specialization) as preparation for teaching Mathematics.

Math 116, 315, 316, and 361 are included in the requirements of each of the first three options and should be completed early in the programs.

It is expected that students will present a minimum of four units of high school mathematics including two units of algebra, one unit of integrated geometry (or equivalent), and a fourth unit requiring algebra and geometry as prerequisites. Students who present less than this expected preparation may be required to complete appropriate lower level courses in addition to the state requirements.

Students should consult with their adviser concerning credit for prerequisites and special examinations for course credit. (See advanced standing credit.)

Major (B.A. degree)		30 sem. hrs.
Required Courses		21
116	Calculus I	4
315	Calculus II	4
316	Calculus III	4
361	Abstract Algebra	3
391	Introduction to Analysis	3
401	Differential Equations	3
Electives in Mathematics		9
(To be selected by student and adviser)		

Major (B.S. degree)		30 sem. hrs.
Required Courses		21
116	Calculus I	4
315	Calculus II	4
316	Calculus III	4
335	Probability and Statistics	3
361	Abstract Algebra	3
362	Linear Algebra	3
Electives in mathematics		6
(To be selected by student and advisor)		
Related Courses		3
EDP 103	FORTTRAN Programming I	3

Minor		21 sem. hrs.
Required 116, 315, 316		12
Electives to be selected with advisor's approval. Three courses from the following with at least one from each group		9

Group I

335	Probability and Statistics I	3
336	Probability and Statistics II	3
342	Numerical Analysis	3

Group II	362	Linear Algebra.....	3
	401	Differential Equations.....	3
	200	Mathematical Logic	3
	206	Introduction to Theory of Numbers	3
	361	Abstract Algebra.....	3
	391	Introduction to Analysis	3
	411	Advanced Calculus.....	3

Curricula for Teaching Field and Specialization in Mathematics

Mathematics Subject Specialization 4-8 15 sem. hrs.

Math	210	3
Math	115	4
Math	372		
		or	
Math	323	3
Math	212		
		or	
Math	361	3
Math	431	2

Single Teaching Field 7-12 33 sem. hrs.

	115	Intermed. Math II	4
	116	Calculus I	4
	315	Calculus II.....	4
	316	Calculus III.....	4
	361	Abstract Algebra.....	3
	372	Modern Geometry	3
	431	Meth. & Mat. Tchng. Math	2
Electives from the following courses.....			9
	200	Mathematical Logic	3
	201	Mathematical Logic	3
	206	Intro. to Theory of Numbers.....	3
	212	Sets, Relations, and Functions	3
	214	History of Math	3
	335	Probability and Statistics	3
	342	Numerical Analysis	3
	362	Linear Algebra.....	3
	375	Topology	3
	391	Intro. to Analysis	3
	411	Advanced Calculus.....	3
	413	Intro. to Complex Variables	3

PHYSICS—PHYSICAL SCIENCE

(Division of Science and Mathematics)

The Department of Physics—Physical Science offers a minor field for students obtaining a Bachelor of Science or a Bachelor of Arts degree. Instruction is offered for students entering professions where a fundamental knowledge of physics is required.

An A.B. in Education degree with a specialization in secondary-school physics is offered with emphasis on promoting inquiry and further study as well as competency in teaching.

Minor, B.A. and B.S. degree**31 hours****Required Courses**

Physics 101, 102, and 310
 Physics 320, 321, or 420, 421
 Physics 340
 Mathematics 112, 115, and 116

**Curricula for Teaching Fields and Specializations in
 Physics and General Science
 Single Teaching Field**

Physics, Single Teaching Field, grades 7-12 **33 sem. hrs**

Chemistry	*101	General Chemistry.....	4
Chemistry	*102	General Chemistry.....	4
Physics	*101	Introduction to Physics	4
Physics	*102	Introduction to Physics	4
Physics	201	Demonstrations in Physics	2
Physics	*310	Electricity and Electronics.....	4
Electives		Minimum of 6 hours in Physics	9
		Chemistry 0-3 hrs.	
		Physics 6-9 hrs.	
Science	431	Methods and Materials in Teaching Science	2
		(offered only second semester of each year)	

General Science, Single Teaching Field 7-12 **35 sem. hrs**

*Biology	101 and 102 or 103.....	8
*Chemistry	101-102	8
*Geology	101-102	6
*Physics	101-102	8
*Physics	202.....	3
*Phys. Sci.	431.....	2

General Science, Subject Specialization 4-8 **31 sem. hrs**

*Phys. Sci.	100.....	2
*Phys. Sci.	103.....	2
*Phys. Sci.	105.....	2
*Biology	101 and 102 or 103.....	8
*Biology	210 or 285 or 290.....	3
*Biology	170.....	4
*Phys. Sci.	201-202	6
*Phys Sci.	412.....	2
*Phys. Sci.	431	2

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

**Division of
 Social Science**

(Social Studies, History, Geography, Philosophy, Political Science
 Psychology, Sociology)

The Social Studies program (comprehensive and subject specialization) is intended primarily for students preparing to teach in the elementary or secondary schools and can be selected only by those seeking a B.A. in Education degree. It is designed to provide an interdisciplinary foundation necessary for teachers entering an integrated social studies program. Students desiring to teach a particular subject such as history, for example, should determine the preparation desirable and augment the program with appropriate elective hours.

Curricula for Teaching Field and Specializations in Social Studies

Social Studies Comprehensive 7-12**57 sem. hrs.****Core Courses:**

History	107, 108	6
History	111, 112	6
History	302	3
History	319	3
History	341	3
Sociology	110	3
Sociology	200	3
Pol. Sci.	103	3
Pol. Sci.	200	3
Geography	210	3
Geography	305, 315, 330, 340, 350, 360, 370	3
Economics	200	3
Sociology	301	3
*Soc. Sci.	499	3
Soc. Sci.	431	2

In addition, student-teachers are to choose one of the following options:

Option 1. Social Science Advanced Studies **9 sem. hrs.**

These advanced studies in the social sciences allow prospective teachers to explore, understand, and practice the state guidelines for teacher education and the corresponding competencies in greater depth than in introductory core courses;

These may be chosen from:

Economics 202, 301, 302, 303

Geography 305, 315, 330, 340, 350, 360, 370

Political Science 201, 203, 205, 304, 305, 310, 404, 410, 411, 412, 413

Sociology 305, 310, 330, 340, 430, 450

Psychology 101, 102, 210, 230, 250, 300, 330, 393, 410, 491, 493, 494, 495

*Social Science 499 will be offered only in the Fall Semester, and

Social Science 431 will be offered only in the Spring Semester.

History: History courses are developed to contribute to the the fulfillment of State Guidelines for Teacher Education. The only exception to this is History 410 Area Study. Since the content of this course is determined by the instructor, it is not possible to guarantee that it would always contribute to the fulfillment of the State Guidelines. History 410 is specifically excluded.

Option 2. A second teaching field outside the social sciences, grades 7-9, 7-12.**Social Studies Subject Specialization 4-8****41 sem. hrs.**

History	107, 108	6
History	111, 112	6
History	302	3
History	319	3
History	341	3
Geography	210	3
Pol. Sci.	103	3
Sociology	110	3
Economics	200	3
Sociology	301	3
Social Studies	431	2
*Soc. Sci.	499	3

Social Studies Subject Specialization, grades 7-9**42 sem. hrs.**

History	107, 108	6
History	111, 112	6
History	302	3
History	319	3
History	341	3
Geography	210	3
Pol. Sci.	103	3

Sociology	110.....	3
Economics.....		3
Sociology	301.....	3
*Soc. Sci.	499.....	3
In addition choose <i>one</i> of the following:		
History or		
Sociology	381.....	3
History	373.....	3
History	371.....	3
History	331.....	3
Sociology	200.....	3
Pol. Sci.	200.....	3
Pol. Sci.	305.....	3
*Social Science 499 will be offered only in the Fall Semester, and Social Science 431 will be offered only in the Spring Semester.		
Pol. Sci.		
& Psychology	393.....	3
Pol. Sci.	404.....	3

HISTORY
(Division of Social Science)

Every field of thought and activity has a history, which is the pattern of its development through time. The work of the historian is to discover patterns of development and to combine them into a coherent exposition and interpretation of human existence. This is done by reasoning inductively from evidences of the past, such as written documents, verbal testimony, and significant physical remains.

The great advances of historical study are:

- (1) Emphasis on developmental and evolutionary aspects of human experience.
- (2) Examination of many different fields of human activity.
- (3) Freedom to select from insights and methods of many other fields.

Major 30 sem. hrs.

Required Courses		
107, 108	United States History	6
111, 112	History of Civilization	6
319	Recent America	3
341	Recent Europe	3
	Elective Courses	12

Twelve semester hours in history are to be elected with the advisor's approval but must include at least one course from each of the three groups listed below.

Minor 18 sem. hrs.

Required Courses		
107, 108	United States History	6
111, 112	History of Civilization	6
	Elective Courses	6

Group I. United States History		
302	West Virginia	3
312	Diplomatic History of the United States	3
315	Colonial America	3
316	The American Federal and National Period.....	3
317	Civil War and Reconstruction.....	3
318	Gilded Age to the Great Crash.....	3
319	Recent America	3
320	American Economic History	3
326	American Constitutional Development	3
371	Social and Intellectual History of the United States	3

373	Social History of the American Woman	3
380	Afro-American History and Culture	3
381	Black Man In America	3
390	The Ecology of Man	3

Group II. Social Studies in World History.

250	History of Technology	3
331	Revolutions in History	3
342	Military and Diplomatic History	3
343	Urban History	3
344	Heroes and Hero Worship: Great Leaders of the 20th Century	3
375	Philosophy of History	3

Group III. World—Regional Histories.

A. Western Europe.

305	England	3
325	Medieval Europe	3
330	Early Modern Europe	3
340	Modern Europe	3
341	Recent Europe	3
376	Civilization—A Personal View	3

B. Eastern Europe.

453	Russia	3
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C. Africa.

355	History of Africa	3
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D. Latin America.

352	History of Latin America	3
455	ABC Powers of Latin America	3

E. Asia.

424	History of Asia I	3
425	History of Asia II	3

F. Area Study.

410	Area Study	3
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GEOGRAPHY

(Division of Social Science)

Geography minors have the opportunity to (1) acquire an introductory background of geography, (2) analyze and explain the interrelations between man and his environment including the physical, cultural, economic, political activities and problems, the resource base, and (3) study spatial variations in physical, social, economic and political phenomena of major world regions.

Minor B.A. and B.S. Degree

18 sem. hrs.

Required Courses in Geography

210	Introduction to Geography	3
305	Economic Geography	3
315	Urban Geography	3

Electives

Any other courses in geography and 101 Geology	9
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PHILOSOPHY

(Division of Social Science)

Philosophy is neither dogma, nor advice for daily living, nor a body of comforting truisms and witty generalizations. Neither is philosophy an attempt to simplify reality, to transform it, or to explain it away. Rather, philosophy examines the premises on which systematic thought may rest; it explores the types of thought that may be produced in such areas of concern as ethics, politics, aesthetics, metaphysics, and epis-

temology; and it evaluates the advantages and penalties inherent in various modes and systems of thought. Thus philosophy encourages the thinking person to think well; to develop his self-conception and his world-view, his values, expectations, commitments and loyalties in a rational and realistic manner.

Minor, B.A. and B.S. degree

15 sem. hrs.

Required Courses

200	Introduction to Philosophy.....	3
250	The Western Philosophical Tradition	3
400	Seminar.....	3

Electives.....6

Any other courses in Philosophy

POLITICAL SCIENCE

(Division of Social Science)

The political science curriculum is designed to provide an understanding of the political process in its many manifestations, including among other things: (1) the structure of government institutions; (2) the political behavior of individuals and groups; (3) the study of public problems characteristic of modern societies; and (4) a consideration of the interrelationships of institutions at different levels of our own government as well as those of others.

The principle objectives of the Department of Political Science are: (1) to lay the basis for an understanding of governmental and administrative processes for those individuals planning public service careers in national, state, or local government; (2) to convey a facility for the substance and methods of the study of government and politics as preparation for graduate work in political science or public administration; and (3) to provide thorough pre-professional training for those students anticipating law school.

Courses offered in the Department allow students to concentrate in broad fields and to develop more specialized programs reflecting their particular interests. Generally, 100-200 level courses are survey courses and 300-400 level courses are specific topic courses. While both the major and minor in political science typically consist of necessary introductory work, the departmental faculty strongly urges students to take 200, 240, and 470. Programs should be planned in consultation with an adviser, and the student himself is encouraged to explore a variety of courses.

Major

30 sem. hrs

Required Courses

103	American National Government	3
200	Introduction to Political Science	3
	Electives in Political Science.....	24

Minor

18 sem. hrs

Required Courses

103	American National Government.....	3
200	Introduction to Political Science	3
	Electives	
	Any other Political Science Courses	12

PSYCHOLOGY

(Division of Social Science)

The Psychology curricula represent the dynamic place that psychology, the science of behavior, holds in the evolution of academia and society. Through three alternative tracks for a Bachelor of Science Degree and varied course offerings, the Curric

ula meet the demands of majors, minors, the campus community, and the community beyond the campus.

While only one Bachelor of Science Degree in psychology is conferred, there are three alternative tracks from which a major may be chosen.

The General Program for majors or minors provides students a sound background of course work in basic psychology that is an excellent preparation for graduate school in psychology or allied behavioral sciences. Further, these courses fulfill a need for understanding and information sought by students and community members dealing with problems of both personal and societal adjustments. There is a minor offered with this track of the Curriculum.

The Technical Programs offer a preprofessional degree in either Community Service or Industrial-Personnel Psychology. These programs, founded upon basic psychology courses from the General Program, develop marketable skills that prepare the graduate for a career in the use of psychological techniques and principles applied to community and industrial situations. There is no minor offered with these tracks.

Students interested in psychology as a major should consult a member of the psychology department during their freshman year for assistance in proper pacing and selection of electives.

Bachelor of Science Alternative Tracks

A. General

Major		37 sem. hrs.
Required Courses		
101	Introduction to Psychology I.....	3
102	Introduction to Psychology II.....	3
210	Personal Adjustment.....	3
*230	Social Psychology (Same as Soc. 305)	3
240	Statistics.....	4
300	Abnormal.....	3
310	Experimental.....	3
330	Developmental.....	3
350	Physiological.....	3
370	Theories of Learning.....	3
400	Psychological Assessment.....	3
460	Seminar.....	3

*For credit towards a Degree or Minor in Psychology, this course must be registered under Psychology 230. Credit for both Psychology and Sociology is not permitted.

B. Industrial—Personnel

Major		46 sem. hrs.
Required General Courses		31 sem. hrs.
101	Introduction to Psychology I.....	3
102	Introduction to Psychology II.....	3
210	Personal Adjustment.....	3
*230	Social Psychology (Same as Soc. 305)	3
240	Statistics.....	4
260	Industrial and Personnel.....	3
310	Experimental.....	3
360	Human Learning.....	3
400	Psychological Assessment.....	3
460	Seminar.....	3
Required Technical Courses		15 sem. hrs.
481	Methods I.....	3
483	Methods II.....	3
485	Advanced Psychometrics.....	3
487	Practicum I.....	3
489	Practicum II.....	3

*For credit towards a Degree or Minor in Psychology, this course must be registered under Psychology 230. Credit for both Psychology and Sociology is not permitted.

C. Community Service

Major

52 sem. hrs.

Required General Courses

28 sem. hrs.

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
210	Personal Adjustment	3
240	Statistics	4
250	Community Psychology	3
300	Abnormal	3
330	Developmental	3
400	Psychological Assessment	3
460	Seminar	3

Required Technical Courses

12 sem. hrs.

491	Psychopathology of Childhood and Adolescence	3
493	Aging	3
495	Delinquency	3
Any two of the above three		
497	Practicum I	3
498	Practicum II	3

Required Elective Courses

12 sem. hrs.

Usually courses from disciplines outside of Psychology. Electives decided upon in consultation with consent of adviser.

Psychology Minor

While the psychology minor may interest many as a form of intellectual serendipity or in an inappropriate attempt at self-understanding, its greatest strength and usefulness is as a well-coordinated adjunct to the declared discipline of intense study. The psychology curriculum is varied enough that certain courses can offer valuable insights into the relationships between a given major and human behavior. To insure the selection of relevant courses, students interested in obtaining a psychology minor should discuss their plans with a psychology faculty member before completing more than 9 hours in psychology. Although this is not an institutional requirement, it is in the interest of the student to do so.

Minor

18 sem. hrs.

Required Courses

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
Any two courses from the 200 Level		6
Any two courses from the 300 or 400 Levels		6

SOCIAL WORK (Division of Social Science)

The social work curriculum is designed to prepare graduates for a beginning level of professional practice and/or graduate study. It is a comprehensive major (no minor required) with a strong liberal arts background and extensive theory and practice content in social work. A field placement experience is required during the junior and senior year.

The student will develop a generic base for professional practice including intervention techniques and methods for all client systems. The student is expected to acquire and interpret values as they relate to the social work profession. Professional ethics must be developed with an ability to enhance the social functioning of individuals, families, groups and communities within the helping relationship.

Bachelor of Science—Sociology (Social Work)

Major			39 sem. hrs.
Social Work	210	Introduction to Social Work	3
	211	Interpersonal Skills Seminar	2
	300	Social Welfare Policies and Services I	3
	302	Practice Interventions I	3
	304	Practice Interventions II	3
	400	Social Welfare Policies and Services	3
	402	Practice Interventions III	3
	404	Practice Interventions IV	3
	412	Senior Seminar	2
	485	Practicum	7
	488	Practicum	7
Electives Electives in Social Work			6
Required general studies and electives for the Social Work Major:			
Biology 101, 102			8
Political Science 103, and 204 or 205			6
Economics 200 or 201 and 202			6
History 108, 112			6
Psychology 101, 210, 300, 330			12
Sociology 110, 200, 301, 240, 305, 460			18
Sociology 450 or History 381 or English 351			3

SOCIOLOGY

(Division of Social Science)

The Sociology Department provides two distinct program alternatives for students who major in the B.S. program in Sociology: 1) The General Emphasis in Sociology and 2) The Social Work Emphasis in Sociology.

General Emphasis Program

The General Emphasis Program will expand a students ability to question and understand various forms of social interaction in social and cultural systems. Here the department will provide knowledge of the substantive areas of sociology and anthropology, the use of concepts and research techniques of sociological investigation, and background in sociological theory.

Major, General Emphasis		30 sem. hrs.
Required Courses		
110	Introductory Sociology	3
200	Social Problems	3
240	Nonparametric Statistics	3
301	Anthropology	3
460	Methods of Social Research	3
470	Sociological Theory	3
Electives in Sociology		12
Minor, General Emphasis		18 sem. hrs.
Required Courses		
110	Introductory Sociology	3
200	Social Problems	3
301	Anthropology	3
Electives in Sociology		9

Division of Technology Engineering Technologies B.S. Engineering Technology

Students working toward the Bachelor of Science degree in Engineering Technology will be primarily concerned with applying established scientific and engineering knowledge and method. A strong background in mathematics and science is recommended for entry into this program. The curriculum, including general education courses in business, the humanities, science and math, emphasizes the relationships of the various disciplines to technological processes in industry.

Areas of concentration include civil technology, electronics technology, industrial technology, mechanical technology, mining technology, and printing technology.

Careers available for graduates of this program include working as part of an engineering team, or in middle management positions that require a unique knowledge of the technical aspects of the manufacturing process.

B.S. Engineering Technology

130 sem. hrs.

Required Related Courses

22 sem. hrs.

Math

101	Applied Technical Math I.....	3
102	Applied Technical Math II	3

EDP

100	Introduction.....	3
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Technology

97-200	SAF I	Safety Supervision (mining only).....	3
97-201	SAF II	Occupational Safety (all others)	3
93-250	IND VII	Personnel Problems and Labor Relations.....	3
90-300	TEC VI	Engineering Analysis.....	4

Technology Core

90-100	TEC I	Technology and Society.....	2
91-100	MAT I	Materials	2
92-100	ELE I	Electronics.....	2
93-100	IND I	Processes	2
94-100	MEC I	Mechanics.....	2
95-100	MIN I	Energy	2
99-100	DRF I	Design	2

Concentrations (select one)

Electronics Technology

92-200	ELE II	Electronic Shop Practices.....	3
92-210	ELE III	Circuit Analysis.....	2
92-220	ELE IV	Linear Electronics.....	3
92-230	ELE V	Digital Electronics.....	3
92-240	ELE VI	Industrial Electronics.....	3
92-250	ELE VII	AC-DC Machinery and Controls.....	3
92-260	ELE VIII	Communication Systems	3
92-300	ELE IX	Advanced Linear Electronics	2
92-310	ELE X	Microcomputer Systems	2
92-400	ELE XI	Current Topics in Electronics.....	2
92-410	ELE XII	Data Acquisition and Control Systems.....	2
92-430	ELE XIII	Advanced Communication Systems	2

30

Industrial Technology

93-200	IND II	Welding.....	4
93-210	IND III	Machine Shop	3
93-220	IND IV	Metallurgy	2

93-230	IND V	Advanced Welding	3
93-240	IND VI	Manufacturing Processes	4
99-255	DRF VII	Tool Design	4
93-300	IND VIII	Industrial Economy	3
93-310	IND IX	Plant Layout and Production Control	2
93-400	IND X	Time and Motion, Quality Control	2
93-410	IND XI	Industrial Management	3

30

Mechanical Technology

94-200	MEC II	Engineering Mechanics	4
99-235	DRF V	Technical Drafting	3
94-210	MEC III	Thermodynamics	3
94-220	MEC IV	Fluid Power	3
94-230	MEC V	Heating, Air Conditioning and Ventilation	3
94-240	MEC VI	Machine Design I	4
94-300	MEC VII	Energy Conversion Systems	4
94-350	MEC VIII	Machine Design II	3
94-400	MEC IX	Materials Testing, Instrumentation & Measure	3

30

Mining Technology

96-200	CIV I	Surveying I	3
94-200	MEC II	Engineering Mechanics	4
95-200	MIN II	Coal and Mining Methods	2
95-210	MIN VIII	Coal Analysis and Preparation	2
92-250	ELE VII	AC-DC Machinery and Controls	3
95-220	MIN IV	Mine Mapping and Ventilation	3
95-230	MIN V	Mine Equipment and Maintenance	3
95-300	MIN VI	Mine Management and Economics	2
94-210	MEC III	Thermodynamics	3
95-310	MIN VII	Coal Mine Environment and Environmental Contr.	2
95-320	MIN VIII	Mine Layout	3

30

Civil Technology

96-200	CIV I	Surveying I	3
96-210	CIV II	Light Construction	4
94-200	MEC II	Engineering Mechanics	4
96-220	CIV III	Heavy Construction	4
96-230	CIV IV	Construction Planning	2
96-240	CIV V	Surveying II	3
96-300	CIV VI	Highway Design	3
96-310	CIV VII	Structural Design	2
96-400	CIV VIII	Land Surveying I	3
96-410	CIV IX	Laws and Codes for Engineers	2

30

Printing Technology

98-100	PRT I	Printing Processes	3
98-200	PRT II	Composition & Photo Mechanical Preparation	3
98-210	PRT III	Image Transfer Mechanisms	3
98-220	PRT IV	Estimating	3
98-230	PRT V	Layout and Design	3
98-240	PRT VI	Graphic Arts Photography	3
98-250	PRT VII	Printing Practicum	2
BUS. ED.	101 or 102	Typewriting	2
98-300	PRT IX	Continuous Tone Photography	2
98-310	PRT X	Advanced Continuous Tone Photography	3
98-400	PRT XI	Printing Plant Management	3

30

Options

Work Experience

90-400	TEC X	Work Experience Seminar.....	4
90-401	TEC XI	Work Experience Laboratory	8

12

Woods

96-100	WOD I	Wood Technology	3
96-205	WOD II	Furniture Construction and Design.....	2
96-215	WOD III	Wood Finishing.....	2
96-225	WOD IV	Cabinet Construction and Design	2
96-235	WOD V	Advanced Woods.....	3

12

Mining Safety

95-420	MIN XI	Coal Mining Safety—MESA	12
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Mine Production

Bus.	308 or 309	3
95-400	MIN IX	Coal Processes and Energy	3
93-420	IND XII	Heavy Equipment and Fabrication	3
95-410	MIN X	Advanced Coal Mine and Equipment Design.....	3

12

Management

308t	BUS. AD.	Personnel Management	3
309	BUS. AD.	Industrial Organization and Management	3
305	BUS. AD.	Small Business Management.....	3
409	BUS. AD.	Quantitative Management.....	3

12

Technology

90-250	TEC III	History of Technology	3
90-310	TEC VII	Man and Technology	3
90-393	TEC VIII	Future of Man	3
90-410	TEX XII	Guided Design Seminar	4

13

Drafting/Design

99-205	DRF II	Technical Illustration	3
99-225	DRF IV	Descriptive Geometry	2
99-235	DRF V	Technical Drafting.....	3
99-255	DRF VII	Tool Design	4

12

Power

94-105	PWR I	Engine Theory.....	4
94-205	PWR III	Carburetion and Ignition Theory	4
94-115	PWR II	Power Transfer Theory.....	4
—or—			
94-215	PWR IV	Hydraulic and Suspension Systems	4

12

Service Courses

90-199	TEC II	Special Topics.....	1-3
90-260	TEC IV	Crafts.....	2
90-299	TEC V	Special Topics.....	1-3
90-399	TEC IX	Special Topics.....	1-3
90-499	TEC XIII	Special Topics.....	1-3

96-420	CIV X	Land Surveying II.....	3
96-430	CIV XI	Advanced Surveying Problems	3
98-260	PRT VIII	Practicum Commercial/Graphics	6
98-410	PRT XII	Printing Techniques	4
99-215	DRF III	Architectural Drafting.....	4
99-245	DRF VI	Architectural Design	2
Minor B.A. and B.S. Degree			23 sem. hrs.
92-100	Electronics.....		2
93-100	Processes		2
90-100	Tech & Society		2
91-100	Materials		2
94-100	Mechanics.....		2
95-100	Energy		2
99-100	Design		2
97-201	Occupational Safety		3
93-250	Personnel Problems & Labor Relations.....		3
99-235	Technical Drafting.....		3

Curricula for Teaching Fields and Specialization in Technology Education (A.B. Industrial Arts)

The program in Industrial Arts is concerned with the principles and concepts of a technological society. Coursework includes a study of the various concepts of industry such as the application of mechanisms, the influence of automation and mass production, creation of new ideas and products, consumer literacy, efficient application of leisure time and career exploration. Areas of concentration include construction, drafting, electricity/electronics, graphic arts, metals, power and wood.

Graduates of the industrial arts education program are certified to teach in the middle, junior and senior high school. The Fairmont plan for preparing industrial arts teachers is a comprehensive course of study in which technical subjects are closely correlated with general education, the sciences, humanities and fine arts.

Students pursuing a Single Teaching field certification as a first field will be required to qualify in a second teaching field.

The Single Teaching field will qualify for a second teaching field for those having a first teaching field in another discipline.

Single Teaching Field, Grades 7-12			45 sem. hrs.
101	Math	Applied Technical Math I.....	3
90-100	TEC I	Technology and Society.....	2
91-100	MAT I	Mathematics.....	2
92-100	ELE I	Electronics.....	2
93-100	IND I	Processes	2
94-100	MEC I	Mechanics.....	2
95-100	MIN I	Energy	2
99-100	DRF I	Design	2
90-200	TED I	Communications I	4
90-201	TED II	Production I.....	4
90-202	TED III	Transportation I.....	4
90-301	TED IV	Communications II	4
90-302	TED V	Production II.....	4
90-303	TED VI	Transportation II.....	4
90-450	TED XIII	Multiple Activities	4

Comprehensive, Grades 7-12			21-27 sem. hrs.
Electronics			
92-100	ELE I	Electronics.....	2
92-210	ELE III	Circuit Analysis.....	2

			3
92-220	ELE IV	Linear Electronics.....	3
92-230	ELE V	Digital Electronics.....	3
92-250	ELE VII	AC-DC Machinery and Controls.....	3
			11
Graphic Arts			
98-100	PRT I	Printing Processes.....	3
98-200	PRT II	Composition and Photo Mechanical Prep.....	3
98-210	PRT III	Image Transfer Mechanisms.....	3
98-230	PRT V	Layout and Design.....	3
			12
Drafting/Design			
99-100	DRF I	Design.....	2
99-215	DRF III	Architectural Drafting.....	4
99-235	DRF V	Technical Drafting.....	3
99-255	DRF VII	Tool Design.....	4
			11
Construction			
96-100	WOD I	Wood Technology.....	3
96-210	CIV II	Light Construction.....	4
96-220	CIV III	Heavy Construction.....	4
94-200	MEC II	Engineering Mechanics.....	4
			15
Woods			
96-100	WOD I	Wood Technology.....	3
96-205	WOD II	Furniture Construction and Design.....	2
96-215	WOD III	Wood Finishing.....	2
96-225	WOD IV	Cabinet Construction and Design.....	2
96-235	WOD V	Advanced Woods.....	3
			12
Metals			
93-100	IND I	Processes.....	2
93-200	IND II	Welding.....	4
93-210	IND III	Machine Shop.....	3
93-240	IND VI	Manufacturing Processes.....	4
-or-			
93-230	IND V	Advanced Welding.....	3
			10-11
Power			
94-105	PWR I	Engine Theory.....	4
94-205	PWR II	Carburetion and Ignition Theory.....	4
94-115	PWR III	Power Transfer Theory.....	4
-or-			
94-215	PWR IV	Hydraulic and Suspension Systems.....	4
			12
*Subject Specialization, Grades 4-8			30 sem. hrs
90-100	TEC I	Technology and Society.....	2
90-200	TED I	Communications I.....	4
90-201	TED II	Production I.....	4
90-202	TED III	Transportation I.....	4
90-301	TED IV	Communications II.....	4
90-302	TED V	Production II.....	4
90-303	TED VI	Transportation II.....	4
90-450	TED XIII	Multiple Activities.....	4
			30

May be added to Elementary Diversified 1-6 only.

Service Courses

90-320 TED VII Elementary School Technology2

HOME ECONOMICS

(Division of Technology)

Home Economics is defined as the study of human and material forces that affect families and individuals and the interaction between them. It is a profession having a dual role; first, developing concepts, skills and values that contribute to a rewarding and satisfying life and secondly, utilizing these skills for gainful employment. It has synthesized knowledge from its own research and from the physical, biological and social sciences and will apply this knowledge to the improvement of human life. A broad based program is needed for Home Economics at the undergraduate level including the areas of: clothing and textiles; family relations and child development; foods and nutrition; home management and family economics; and housing and home furnishings. The supporting fields should provide a strong interdisciplinary base in order that students may understand individuals and families in contemporary society.

Major 55 sem. hrs.
Required Courses 39

101	Principles of Clothing Construction	3
103	Principles of Clothing Selection	2
201	Principles of Food Selection and Preparation	2
202	Advanced Foods	2
210	Textiles	3
251	Applied Design	2
303	Nutrition	3
310	Family Life Education	3
312	Consumer Education	3
315	Home Management	3
316	Equipment	2
318	Home Management Problems	2
320	Home Planning and Furnishing	3
330	Child Care and Development	3
331	Adolescent Development	2

Required Related Courses 16
Chemistry 101, 102 General Chemistry8
Biology 101, 102 Intro. to Biology8

Minor 28 sem. hrs.
Same requirements as listed under Home Economics Subject Specialization for grades 7-9.

Curricula for Teaching Field and Specializations in Home Economics

Comprehensive Vocational, 7-12 44 sem. hrs.

Clothing—Textiles

*101	Principles of Clothing Construction	3
*103	Principles of Clothing Selection	2
*210	Textiles	3

Human Development and the Family

*310	Family Life	3
*330	Child Development	3
331	Adolescent Development	2
332	Child Development Problem	1

Foods—Nutrition

*201	Principles of Food Selection and Preparation	3
*202	Advanced Foods	2
*303	Nutrition	3
Home Management—Family Economics		
*312	Consumer Education	3
*315	Home Management	3
318	Home Management Problems	2
Housing, Home Furnishing, Equipment		
*251	Applied Design	2
316	Household Equipment	2
*320	Housing and Home Furnishing	3
Education		
430	Methods in Vocational and Adult Education	2
431	Methods and Materials in Teaching Home Economics	2

*Courses marked with an asterisk must be completed prior to admission to the Initial Practical Practicum.

Subject Specialization 4-8 26 sem. hr

103	Principles of Clothing Selection	2
201	Principles of Food—Selection & Preparation	3
*210	Textiles	2
251	Applied Design	2
305	Nutrition in Public Schools	3
*312	Consumer Education	2
*315	Home Management	2
320	Housing and Home Furnishing	3
330	Child Development	3
331	Adolescent Development	2
431	Methods and Materials in Teaching Home Economics	2

*Courses would have a variable credit value to two hours for the specialization program.

Subject Specialization 7-9 28 sem. hr

101	Principles of Clothing Construction	2
103	Principles of Clothing Selection	2
201	Principles of Food—Selection & Preparation	3
*210	Textiles	2
251	Applied Design	2
305	Nutrition in Public Schools	3
*310	Family Life	2
*312	Consumer Education	2
*315	Home Management	2
320	Housing and Home Furnishing	3
330	Child Development	3
**431	Methods and Materials in Teaching Home Economics	2

*Courses would have a variable credit value of two hours for the specialization program.

**Methods and Materials 431 would not be required for a specialization in a non-teaching program. (Bachelor of Science Minor)

PRE-PROFESSIONAL CURRICULA

Pre-professional work is offered in the following fields:

Dentistry	Medicine	Pharmacy
Law	Medical Technology	Journalism

Since the majority of students doing such work will later enter the professional schools at West Virginia University, the courses have been prepared with the idea of meeting the requirements specified by University authorities for their own professional students. Students expecting to enroll in other professional schools should procure a catalog from the school they expect to enter with advanced standing so that the course taken here will meet the requirements they need to meet. The professional field advisor will assist students in making all necessary adjustments.

Pre-Medical and Pre-Dental Curriculum

Students planning to study medicine or dentistry should complete basic science courses as well as a broad range of general education courses with an average of B or better. A student should carefully consult the catalog of the professional school which he plans to attend. At West Virginia University, the School of Medicine requires a minimum of 90 semester hours of undergraduate work exclusive of physical education and ROTC courses for admission. Pre-medical students should work towards fulfilling the requirements for the Bachelor Degree in either biology or chemistry.

The School of Dentistry requires applicants to have completed three or more academic years of work in the liberal arts.

The following courses will meet the minimum requirements for admission to the schools of Medicine and Dentistry at West Virginia University:

Biol. 219 and 220 or 221.....	8
Chem. 105, 106.....	10
Chem. 305, 306.....	8-10
Eng. 104, 108.....	6
Physics 101, 102.....	8

In addition, courses in the humanities and the social sciences are suggested in order to acquire a broadened intellectual background.

Pre-Pharmacy Curriculum

National requirements for the study of pharmacy require five years of study beyond high school. The curriculum requires the completion of two years of pre-pharmacy and three years of study and training in a professional school of pharmacy. Prospective pharmacy students should plan their programs in such a manner as to insure meeting requirements of the particular professional school of pharmacy to which they wish to transfer. The following two-year preparatory program is suggested:

Course	First Hrs.	Year Hrs.	Second Hrs.	Year Hrs.
Biology 101, 102	4	4		
Chemistry 105, 106; 305, 306	5	5	4	
Economics 201, 202			3	3
English 104, 108	3	3		
Math 112, 115*	3	3		
Physics 101, 102			4	4
Lectives from Arts and Humanities	3	3	3	3
Lectives from Social Sciences			3	3

For students not required to take Math 112 and/or 115, Math 116 and 315 are strongly recommended.

Pre-Medical Technology Curriculum

Medical technology is a four-year undergraduate program. The first two years may be taken at Fairmont State College. The entrance requirements of schools of medical technology throughout the nation vary considerably. A student should consult carefully the catalog of the school which he plans to attend. Students who have completed 64 semester hours including the following courses will be eligible for admission to the third year of the medical technology program at West Virginia University.

English	104, 108	Written English.....	6
Biology	101, 102	Introduction to Biology.....	3
Chemistry	105, 106	Chemical Principles.....	10
Chemistry	205	Analytical Chemistry.....	4

Chemistry	305, 306	Organic Chemistry	8
Physics	101, 102	Introduction to Physics	8
Mathematics	112	Intermediate Mathematics I or higher	3
Physical Education.....			1-2

Courses such as microbiology, biochemistry, and anatomy should not be taken prior to enrollment in the professional school.

Pre-Law Curriculum

Fairmont State College offers no distinct pre-law curriculum. Students who plan to attend law school usually major in history, political science, or business administration.

Pre-Journalism

The journalism minor may also be used in most cases as a pre-journalism curriculum by students planning to transfer at the beginning of their junior year. Students enrolled in this program should consult the college where they will complete their degree for additional course requirements.

Pre-Journalism students must participate actively in the publication of the student newspaper, THE COLUMNS, and the yearbook, MOUND, in order to receive departmental recommendation.

Pre-Engineering Curriculum

Students planning to study Engineering should complete the following course work with a B average or better:

Mathematics	116, 216	
Chemistry	101, 102	
English	104, 108	
Physical Education	100.....	
Physics	101, 102	
Social Science Elective.....		
Technology	90-100, 91-100, 99-100.....	

The student is advised to carefully consult the catalog of the Engineering School which he plans to attend.

EDUCATION

(Division of Education)

The education of teachers at Fairmont State College is designed to utilize the cooperative functions of the academic disciplines and the Division of Education. The College believes that adequate preparation for teaching requires a rich and comprehensive experience in general education, a concentration in at least one academic specialization and certain attitudes, knowledges, skills and performances which characterize effective teaching.

The role of today's teacher, as viewed by the College, has changed from that of a purveyor of information to a "manager of the learning environment". This change has resulted from integrating humanism and instructional technology to create a climate of reference in which the realization of individualized and personalized learning is paramount.

The overall objective of the College's teacher education program is to produce a graduate with enough experience and expertise to function effectively in the several differentiated roles required of most teachers in today's society. The prospective teacher at the College will actively observe and participate in the varied roles within the overall "manager model" context. The major determinant of the emphasis accorded each role will be determined primarily by the academic specialization the student is pursuing.

TEACHING CURRICULA

Fairmont State College recommends for professional licensure only those persons who have graduated and have satisfactorily completed a teacher education curriculum approved by the West Virginia Board of Education. The College offers curricula in elementary and secondary teaching leading to the degree of Bachelor of Arts in Education. Students satisfactorily completing a teaching curriculum in a given area will qualify for a Professional Certificate, grades K-12, 1-6, or 7-12. Specializations which may be added include Early Education, Special Education-Mental Retardation and varied academic subject specializations. Students may choose, after consultation with their advisor, from the following programs:

ELEMENTARY EDUCATION

Students who are qualifying for teaching in an open or self-contained classroom grades 1-6 shall complete the following:

- I. **General Studies (Elementary)***
- II. **Professional Education**
- III. **The Diversified Program***

Optional specializations which may be combined with elementary education are:

1. Early Education (preschool children, ages 3-5)
2. Special Education-Mental Retardation (K-12)
3. School Library-Media (K-12)
4. Middle School Specializations (4-8)

Art
French
General Science
Home Economics
Industrial Arts/Technology

Language Arts
Mathematics
Oral Communication
Social Studies

Note: Student teaching is required in an approved open or self-contained classroom grades 1-6 and in an approved classroom for each additional specialization.

For specific program requirements and additional specializations, see the section of the **Catalog** for the Academic Division which offers the program, e.g. Art 4-8, or Fine Arts Division.

SECONDARY EDUCATION

Students who are qualifying for teaching in grades 7 through 12 shall complete the following:

- I. **General Studies (Secondary)**
- II. **Professional Education**
- III. **Specializations**
 - a. One comprehensive specialization to teach in grades 7 through 12 the related subjects which comprise the comprehensive specialization.
or
 - b. Two single subject specializations for grades 7 through 12.
or
 - c. One single subject specialization for grades 7 through 12 and one specialization for grades 7 through 9.
or
 - d. One single subject specialization for grades 7 through 12 and a specialization K-12 in either School Library Media, Health or Special Education

Secondary Education students select from the following specializations:

1. **7-12 Comprehensive Specializations** (requires no other specializations)

Business Education	Industrial Arts/Technology
Home Economics-Vocational	Social Studies
2. **7-12 Single Specializations** (Requires second specialization for 7-12, K-12, 7-9)

Art	English	Mathematics
Biology	French	Oral Communication
Business Principles	General Science	Physical Education
Chemistry	General Shop	Physics
	Journalism	Secretarial Studies
3. **7-9 Specializations** (requires second specialization for 7-12, or K-12)

Home Economics	Language Arts	Social Studies
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4. **K-12 Specializations** (requires second specialization for 7-9, 7-12, or K-12)

Mental Retardation**	School Library-Media*
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*The School Library-Media K-12, may be selected in combination with a specialization classroom teaching in grades 7-12, 7-9, K-12, or Elementary Education, 1-6.

**The Mental Retardation specialization, K-12, may be used only in combination with Home Economics, 7-12; Industrial Arts, 7-12; Elementary Education, 1-6, Art K-12 or Music K-12.

Note: Secondary special methods and student teaching must be consistent with the grade level and specialization to be named on the license.

*The General Studies requirements for Elementary Education also fulfill competencies for Diversified requirements and are included with the Diversified for the Elementary Specialization in determining the 2.2 grade point requirement for eligibility for the Initial Performance Practicum.

Grades K through 12

Each student who is qualifying for teaching of Art or Music, grades K through 12 shall complete the following:

- I. **General Studies** (Secondary)
- II. **Professional Education**, to include methods and student teaching of the single subject specialization at both the elementary and secondary levels.
- III. **Specialization**
 Grades K-12
 Art—one comprehensive specialization
 or
 Grades K-12
 Music—one comprehensive specialization

Specific specialization requirements for elementary and secondary education programs are identified in the sections entitled Teaching Curricula listed under the respective academic division which offers the program.

It is the responsibility of candidates for a degree to know and meet the general requirements of the College and the specific requirements of the chosen curriculum. It is the student's responsibility also to keep informed of his gradepoint standing. All of this information may be obtained from the student's adviser, or the Office of the Division of Education or Dean of Teacher Education.

Admission to Teacher Education

Any freshman may enroll in the first professional course, Education 200, Introduction to Education. It is required of all teacher education students; other students may take it as an elective.

The "Student Personal Data Form" is to be completed and filed with the Division of Education before the completion of Education 200. A student will receive a grade of incomplete in this course until this form is filed. Students are expected, in this course, to make a tentative decision on entering the profession and submit a "Declaration of Intent" to the Dean of Teacher Education.

In order to be eligible for enrollment in Education 302, Human Growth and Development, a student must be in good academic standing (not on academic probation) and must have taken the Undergraduate Program Area Tests*. Satisfactory completion of Education 200 and 250 are prerequisites for this course.

While enrolled in Education 302, those interested in pursuing the Teacher Education program shall make formal application by completing the form, "Application for Admission to the Teacher Education Program". To be accepted, the applicant must (1) have a minimum quality point average of 2.0 overall and in each teaching specialization, (2) have completed or be enrolled in Speech 210, (3) have satisfactorily completed the required written English courses and attain a "C" or better in English 108, (4) at the time of application be passing Education 302, and (5) have a Health certificate on file in the Division Office. Also as a part of the process, the applicant must be recommended by the College Health Center, his/her academic adviser, and the Dean of Student Affairs.

Near the end of the semester in which the student is enrolled in Education 302, the Teacher Education Selection Committee evaluates each student's eligibility for Teacher Education. The student is notified in writing of the Committee's decision:

*The Undergraduate Program Area Tests for Humanities, Natural Sciences and Social Sciences are to be taken after the completion of 48 semester hours and prior to enrollment in Education 302.

Admitted, Provisionally Admitted, or Not Admitted. Each student shall have the opportunity of appearing before the Committee if he disagrees with its decision.

If a student has satisfactorily completed Education 302 and has approval of the Selection Committee, he is eligible to enroll in Education 303, Educational Psychology. While in this course, Teacher Education students shall make application for the Initial Performance Practicum.

Initial Performance Practicum

Fairmont State College has adopted the Initial Performance Practicum for scheduling student teaching. In the Initial Practicum one semester of the senior year (approximately 14-15 hours) is reserved for the student in which he/she schedules a block of professional education subjects, including methods and student teaching. The second half of that semester is used exclusively for student teaching in which the daily assignment for student teaching will comprise all hours the cooperating school is in session. In addition to classroom assignment, student teachers will participate in the extra-curricular activities of the school and community.

To schedule the I.P.P. a student must meet the requirements for student teaching as described below. The I.P.P. requires exact planning by students and advisers during the early years of the college attendance as well as in the senior year. All general studies requirements of the College as well as the minimum requirements of the teaching specialization must be completed before the I.P.P. can be scheduled.

Eligibility for the Initial Performance Practicum is determined on the basis of these criteria:

1. Completion of 96 semester hours **including** 10 hours in education course and three-fourths of the required work in each teaching specialization. All courses in the teaching specialization which are marked by an asterisk in the catalog must be completed before admission to the I.P.P.
2. Satisfactory completion of English 108, Advanced Written English, with minimum grade of C, and Speech 210 with a minimum grade of C.
3. Division approval of the candidate's teaching specialization and the completion of professional education courses which are prerequisite to the I.P.P. courses.
4. Evidence good moral character (i.e., his reputation among students, faculty and in the community).
5. Have a 2.0 quality point average or better.
6. Have a 2.2 quality point average in each teaching specialization (includes the Elementary Specialization).*
7. Present a statement from the College Health Center showing that the student has been given a physical examination and is physically fit for assignment to student teaching.

Students will not be permitted to schedule courses outside the I.P.P. or extracurricular activities which will in any way interfere with the course work without the consent of the Dean of Teacher Education.

Student Teaching Experience

Student Teaching is required in all curricula and is evaluated on a basis of Pass, Incomplete, or Fail. Students must attain a C average in the course work portion of the I.P.P. in order to be eligible for the student teaching experience. Students must complete

*See footnote for Elementary Education, p. 84.

lete student teaching at the grade levels and in at least one of the teaching specializations in which they expect to be licensed. At the present time, student teaching experiences are provided in the public schools of Barbour, Marion, Harrison, Monongalia, Weston, and Taylor counties. All such experiences are cooperatively administered by college and public school personnel. Due to the uniqueness of the off-campus student teaching experience, a student may be administratively removed, with cause.

National Teacher Examinations

Completion of the National Teacher Examinations is a requirement for graduation and licensure. A report of the NTE scores must accompany the application for license to the West Virginia Department of Education. If the test scores are not received, the application must be held pending completion of the Examinations and receipt of scores. The student should keep in mind that not to be licensed at the time of graduation may subject him to subsequent changes in program requirements if he seeks licensure later.

Elementary. A student expecting to be licensed in Elementary Education and an academic specialization must take the Commons Examinations and the Teaching Area Examination entitled "Education in the Elementary School". A student expecting to be licensed in Elementary Education and Early Childhood Education will meet requirements by completing the Commons Examinations and the Teaching Area Examination entitled "Education in the Elementary School" or "Early Childhood Education".

Secondary. A student expecting to be licensed for teaching in grades 7-12 must take the Commons Examinations and the Teaching Area Examination consistent with the 7-12 specialization to be named on the license. If he expects to be licensed in two 7-12 specializations, he may complete the Teaching Area Examination in either 7-12 specialization.

K-12. A student expecting to be licensed for teaching in grades K-12 must take the Commons Examinations and the Teaching Area Examination consistent with the K-12 specialization to be named on the license.

Summary of Degree Requirements

To meet the requirements for the Bachelor of Arts in Education degree, the candidate must (1) earn a minimum of 128 hours credit in approved subjects with a quality point average of 2.0 or better, for all courses attempted and for all professional courses; (2) attain a 2.2 average in each teaching specialization, including the Elementary Specialization,* and (3) meet the general and specific requirements set up for the curriculum and teaching specialization(s) he/she elects.

College Recommendation Prerequisite to Certification

College recommendation shall take into consideration Chapter 18A, Section 3, Article 1, of the West Virginia School Law which reads "A certificate to teach shall not be granted to any person who is not a citizen of the United States and is not of good moral character and physically and mentally qualified to perform the duties of a teacher, and shall not have attained the age of eighteen years on or before the first day of October of the year in which his certificate is issued; . . ."

The issuance of an original certificate shall require:

1. The recommendation of the Dean of Teacher Education in consultation with the supervisor of student teaching and chairman of the department offering

*See footnote for Elementary Education, p. 84.

the specialization. This recommendation is expected to reflect, in addition to academic criteria, satisfactory performance on the part of the applicant in a typical classroom situation.

2. An official statement by the Dean of Teacher Education that the approval program has been completed in full.

BACHELOR OF ARTS IN EDUCATION DEGREE

The General Studies requirement differs for elementary and secondary education programs, however, each consists of forty credit hours as a minimum distributed over humanities, mathematics, natural sciences and physical education and health. The General Studies requirements for elementary education also fulfill competencies for the Diversified requirements and are included with the Diversified for the Elementary Specialization in determining the 2.2 grade point requirement for eligibility for the Initial Performance Practicum.

Elementary Education

General Studies

Humanities

*English 104—Written English	3
English 108—Advanced Written English	3
English 250—Survey of English Literature	3
English 260—Survey of American Literature	3
Speech Communication 210—Speech Communication for the Teacher	3
Art 255—History and Appreciation of Art	2

or

Music 205—Music Appreciation

Social Sciences

Geography 210—Introduction to Geography	3
History 107—United States History I	3
History 108—United States History II	3
History 111—History of Civilization I	3

or

History 112—History of Civilization II

Science and Mathematics

Math 110—Mathematics for Elementary Teachers	3
Physical Science 201—General Physical Science	3
Physical Science 202—General Physical Science	3

Physical Education

Physical Education 326—Early Psychomotor Development	2
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Diversified Program for self-contained or open classroom

*Art	353	Elementary Art Education I	2
*Art	354	Elementary Art Education II	2
*Biology	101	Introduction to Biology	4
*Biology	102	Introduction to Biology	4
Health	100	Personal Health	2
*Health	400	Health Education for the Elementary School	2
Safety	200	Accident Analysis and Emergency Care	2
*English	207	Children's Literature	3
*Math	210	Mathematics for Elementary Teachers	3
*Math	323	Mathematics for Elementary Teachers III	3
*Music	231	Elementary Music I	3
*Music	232	Elementary Music II	3
Pol. Sci.	200	Introduction to Political Science	3
Economics	200	Economics	3
Sociology	110	Introductory Sociology	3
*Education	300	The Reading Process	2

40 Hou

17 Hou

12 Hou

9 Hou

2 Hou

48 Hou

Prior to enrolling in English 104, Foundations 101 Basic Communications, is strongly commended for those who do not meet certain minimum standards.

Music 206 is for Music Majors only.

Social Sciences	Minimum 12 hrs., Maximum 15 hrs.
Economics 200—(Economics)	3
Geography 210—(Introduction to Geography)	3
History 107—(United States History I)	3
History 108—(United States History II)	3
History 111—(History of Civilization I)	3
History 112—(History of Civilization II)	3
Political Science 103—(American Government)	3
Psychology 101—(Introduction to Psychology)	3
Sociology 110—(Introductory Sociology)	3
Science and Mathematics	Minimum 9 hrs., Maximum 12 hrs.
***Math 205—required (Fundamental Concepts of Math)	3

AND

Physical Science	6
100 Scientific Methodology (required)	2
And Select Two of the Following:	
101 Astronomy	2
102 Chemistry	2
103 Geology	2
104 Physics	2
105 History of Physical Science	2
or	
Biology 101—(Introduction to Biology)	4
Biology 102—(Introduction to Biology)	4
or	
Chemistry 101—(General Chemistry)	4
Chemistry 102—(General Chemistry)	4
or	
Chemistry 105—(Chemical Principles)	5
Chemistry 106—(Chemical Principles)	5
or	
Geology 101—(General Geology)	3
Geology 102—(General Geology)	3
or	
Physics 101—(Introduction to Physics)	4
Physics 102—(Introduction to Physics)	4
Physical Education	(Minimum 2 hrs.)
P.E. 100 Basic Physical Education	2

Professional Education—Secondary and K-12

25 Hours

Education 200	Introduction to Education	2
Education 250	Foundations of American Education	2
Education 302	Human Growth and Development	3
Education 303	Educational Psychology	3
Education 430	Reading Instruction in the Secondary Content Area	2
Education 432	Evaluation Techniques in the Secondary School	3
Education 433	Instruction in the Secondary School	3
Sp. Methods *431	Special Methods (In Subject Specialization)	2
Education 450	Student Teaching Experience (Secondary)	6
Education 421	Student Teaching Experience (K-12) (Elementary)	3
Education 422	Student Teaching Experience (K-12) (Secondary)	3

*Math 111, 112, 115, 116, or credit by CLEP may be substituted with permission.

*Students electing a comprehensive field must include 431, Methods and Materials in the Comprehensive area. If a student elects to complete two single subject specializations, they may choose Methods and Materials in either specialization. However, the student teaching assignment must be consistent with the selected Methods and Materials. Should a student elect

to complete a single subject specialization in grades 7 through 9, they are required to complete Methods and Materials for grades 7 through 12.

Subject Specialization 7-9, 7-12, or K-12

See course requirements for each specialization in catalog section for the Academic Division offering the program, e.g. Art K-12, see Fine Arts Division. All Secondary Options are presented below.

SECONDARY EDUCATION PROGRAM OPTIONS

A. Grades 7-12, Single Specializations

(two specializations required)

	Division
Art.....	Fine Arts
Biology.....	Science and Mathematics
Business Education Secretarial.....	Commerce
Business Education, Business Principles.....	Commerce
Chemistry.....	Science and Mathematics
English.....	Language and Literature
French.....	Language and Literature
General Science.....	Science and Mathematics
Industrial Arts/Technology.....	Technology
Journalism.....	Language and Literature
Mathematics.....	Science and Mathematics
Oral Communications.....	Fine Arts
Physical Education.....	HPE
Physics.....	Science and Mathematics

B. Grades 7-12, Comprehensive Specializations

(no additional specialization required)

Business Education.....	Commerce
Home Economics-Vocational.....	Technology
Industrial Arts/Technology.....	Technology
Social Studies.....	Social Science

C. Grades 7-9 Specializations

(must be combined with single or comprehensive specialization)

Home Economics.....	Technology
Language Arts.....	Language and Literature
Social Studies.....	Social Science

D. Grades K-12 Specializations

Art—No second specialization required.....	Fine Arts
Music—No second specialization required.....	Fine Arts
School Library/Media—May be added to 7-12 or 1-6.....	Language and Literature
Special Education/MR—May be added to Elem. Ed. or Home Economics, I.A.—Technology, grades 7-12.....	Education

Fairmont Community College

A Component of

Fairmont State College

The Community College Concept

A statewide regional community college system was established in 1972 by the West Virginia Board of Regents in its master plan for the state's higher education in the 1970's. This plan specifically directed Fairmont State College to establish a distinct component "to provide community college education opportunities both on campus and throughout the region."

By the fall of 1974, Fairmont State was on the threshold of this exciting new venture with the creation of Fairmont Community College as a unit of the parent institution. This new sense of direction broadened the commitment of the institution by developing the community college unit to complement the original mission of the college. Having a community college on the campus of an established four-year institution has proved to be mutually reinforcing and supportive.

Seen in historical perspective, the community college concept is an extension and the logical conclusion of the college's traditional goals, which include broadening the base of participation in a democracy of intellect and giving everyone access to postsecondary education. This concept makes it possible for students to fulfill their potential, achieve their aspirations, and advance their education to the limits of their ability.

As a comprehensive community college it provides: academic, vocational/occupational, and general education programs of two years duration; one-year certificates, continuing education courses; and community service programs. The result has been a sharp increase in the number of students who have returned to formal education for reasons of job obsolescence, seeking opportunity to start new careers, or wishing to achieve upward social mobility along a career ladder. The community college takes pride in the diversity of its programs and its commitment to making learning a life-long process for all age groups on a full-time and part-time student basis.

The college parallel program is composed of the first two years of a traditional liberal arts baccalaureate college education. Associate degree credit may be applied without loss of credit to a four-year baccalaureate degree program. Community college courses are full-fledged college level credit and therefore transferable to baccalaureate level programs. The quality of instruction is identical for two-year and four-year degrees.

Students enrolled in Fairmont State's Community College unit maintain all rights, privileges, responsibilities, and the same use of campus facilities and social and academic resources as those enrolled in four-year degree programs.

Clarksburg Center

Fairmont State College component, Fairmont Community College, added a further commitment to its pledge of providing progress and traditional service to the community, region and state by establishing the Clarksburg Center July 1, 1975. Recently relocated to provide more modern facilities, the Clarksburg Center is located in Colonial Village, 104 East Main Street.

Providing Fairmont State College the opportunity to offer quality education to the Harrison County community, the Clarksburg Center offers academic work leading

to a variety of two-year degrees, the Regents BA degree and the first two years towards numerous four-year degree programs. Diversified community service classes in the cultural, vocational, avocational and general interest areas are also available through the Clarksburg Center.

The Center's staff provides and coordinates services for Clarksburg students equivalent to those services available to main campus students. Assistance from either resident staff or from main campus specialists who visit the Clarksburg Center periodically, is available in career counseling, financial aid, veterans' benefits, class scheduling, academic counseling and scholarship services.

Library service for Clarksburg students and faculty became a reality in September, 1977. Adjoining the Clarksburg Center's offices and classrooms, the library is staffed by an assistant librarian and is available to students and faculty during the day and evening hours. The library's basic collection of reference and research material in addition to its access of the main campus library collection and inter-library loan allows the facility to accommodate the needs of most Clarksburg students.

In addition to welcoming the traditional or high school equivalent student, the Clarksburg Center encourages outstanding high school students to enroll in college level courses. As part-time students, they may register for classes at the Center, or for those offered by the Center at nearby public and private high schools. The Center allows students in the Harrison County community to economize on quality education by providing the region with outstanding community college education opportunities.

Open Admissions Philosophy

Fairmont State's Community College operates an "open door" admission policy. Admission is open to all high school graduates as well as to those with equivalent credentials (GED). Even without a high school diploma, individuals may enroll in many of the Community College's continuing education courses, as a special student. The "open door," however, does not guarantee an education to everyone, but it does make it possible for everyone to enter the College and for everyone to have the opportunity to pursue programs in higher education to the limit of his or her ability and particular potential.

The Community College is more concerned with letting students in, than keeping them out; it is inclusive rather than exclusive in its admission policy.

Eligibility to enroll in the Community College does not necessarily imply eligibility to enter all its degree programs, several of which may be competitive and limited in the number of students admitted.

Since Nursing and the Allied Health fields are selective programs, with limited enrollment, applicants should complete the ACT early and have the high school transcripts forwarded early in the Fall. To insure consideration, applications, test scores and transcripts must be received by December. Students applying for scholarship should have the transcripts forwarded at the conclusion of the first semester of the senior year.

A minimum 2.0 (C) grade average for all courses attempted and for all courses in the area of specialization is required for graduation with an associate degree or a one year certificate. Students also must have completed at least 15 credit hours at Fairmont State College of the total hours required in an associate degree or 8 credit hours of the total at Fairmont State College required in a certificate program.

Degrees

Associate Degrees. Fairmont State College offers three kinds of two-year associate degrees as part of its Community College:

Associate in Arts (A.A.). The first 2 years of the four-year liberal arts general studies requirements designed for those who plan to continue in or transfer to a four-year college or university degree program.

Associate in Science (A.S.). Intended as either a terminal degree or the first 2 years of a four-year baccalaureate degree.

Associate in Applied Science (A.A.S.). Considered a technological program leading directly to employment; also may be applied to either a baccalaureate degree or a transfer program.

Certificate Programs

Certificate programs, which generally take one year or two semesters of full-time course work to complete, are designed for students seeking to learn basic skills or to increase their proficiencies in a specific occupational area. In a certificate program, students take skill-development courses in their field of interest and a limited number of related courses. Graduates of certificate programs may use their credentials to seek immediate employment or they may continue their studies in a degree program.

Degree Programs

Associate Degrees and Certificate Programs

	Degree Offered	Minimum Semester Hours Required
General Studies.....	A.A.....	64
Applied Health Technology		
Emergency Medical Services (one-year certificate in applied science).....		35
Medical Laboratory Technology.....	A.A.S.....	71
Medical Records Technology.....	A.A.S.....	68
Nursing.....	A.S.....	76
Respiratory Therapy Technology.....	A.A.S.....	72
Veterinary Assistant Technology.....	A.A.S.....	75
Business Technology		
Accounting.....	A.S.....	64
Clerical.....	A.S.....	64
Clerical (one-year certificate in applied science).....		32
Commercial Design/Graphics.....	A.A.S.....	64
Electronic Data Processing.....	A.S.....	64
Food Service Management.....	A.A.S.....	64
Interior Decoration.....	A.A.S.....	60
Radio-Television Communication.....	A.A.S.....	64
Retail Management.....	A.A.S.....	64
Secretarial (Executive, General, Legal, Medical).....	A.S.....	64
Secretarial (one-year certificate in applied science).....		32
Engineering Technology (Concentrations)		
Electronics.....	A.S.....	67
Industrial.....	A.S.....	67
Mechanical.....	A.S.....	67
Mining.....	A.S.....	67
Civil.....	A.S.....	67

Safety.....	A.A.S.	67
Power.....	A.S.	67
Printing	A.S.	67
Drafting/Design.....	A.S.	67
Public Service Technology		
Fire Protection and Safety	A.A.S.	64
Law Enforcement.....	A.A.S.	67
Psychological Service.....	A.A.S.	64
Public Affairs.....	A.A.S.	66
Recreation Leadership.....	A.A.S.	70
Social Service Technology	A.A.S.	64

Associate Degrees as Minors for Baccalaureate Programs

Any successfully completed associate or two-year degree offered within the Community College, except General Studies and the field of the B.A.—B.S. major, may be used to fulfill the requirements for a minor in any B.A. or B.S. (non-teaching baccalaureate) degree awarded by Fairmont State College.

Minors Derived From Associate Degree Programs

Several minors that may be used to fulfill the requirements for a minor in B.A. B.S. (non-teaching baccalaureate) degrees awarded by Fairmont State College have been established from associate degree programs. Each of these minors is located immediately following the associate degree program from which it is derived.

Allied Health programs must be completed in their entirety in order to qualify minors.

GENERAL STUDIES

(Associate of Arts)

The open-ended self-designed nature of the General Studies program offers various options upon its completion by providing semi-professional and technical occupational students with a minimal general education. With careful selection graduates can continue in any four-year program at Fairmont State or any other four-year college or university.

The General Studies degree meets the needs of individuals undecided about the kind of post high school training that will benefit them most, of people who discover their job skills need updating or of those who may have to interrupt their education.

Prospects

- Minimal college degree for those temporarily unable to complete a four-year program.
- Continuation or transfer into four-year degree programs.
- Background in a variety of liberal arts courses which may facilitate career selection.

*The History or Social Science and Science or Math requirements of this program may be fulfilled only by courses that are listed in the General Studies curriculum for the Bachelor of Science (B.S.) Degree.

General Studies*64 sem. hrs.****Semester 1**

English 104.....	3
Art 255 or Music 205.....	2
History or Social Science.....	3
Physical Education Activity.....	1
Science or Math.....	2-5
Elective.....	3

14-17**Semester 2**

English 108.....	3
History or Social Science.....	3
Science or Math.....	2-5
Electives.....	5-8

16**Semester 3**

English 260.....	3
History or Social Science.....	3
Speech Communication 101.....	3
Electives.....	7

16**Semester 4**

English 250.....	3
History or Social Science.....	3
Electives.....	10

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Division of Allied Health

Programs

Several degree programs and one certificate program are offered in the Division of Allied Health. These include Nurse Anesthesia (a B.S. degree—see the Baccalaureate degree section of this catalog); Emergency Medical Services (Cert. in A.S.); Medical Laboratory Technology (A.A.S.); Medical Records Technology (A.A.S.); Nursing (A.S.); Respiratory Therapy Technology (A.A.S.); and Veterinary Assistant Technology (A.A.S.).

Admission Policy

Applications for admission to programs in allied health are accepted through December for the following school year. The application, high school transcript or GED scores, ACT scores, college transcript (if applicable) and other pertinent information to assure complete consideration should be on file by the deadline.

The credentials are organized by the Director of Admissions and submitted to the appropriate selection committee for consideration. Decisions are made by the last of January or first of February. All applicants are notified by letter concerning their admission status.

Selection criteria are based primarily on academic background with some flexibility concerning life experience and training. Normally a high school senior should have a score of 22 on the ACT and a 3.3 grade-point average to be accepted into the pro-

gram. (Strong math and science background is highly recommended.) However, all applications of persons interested in the specific programs will be given every consideration in the selection process. Consideration will be given to students who have successfully completed college course work. Students with a college grade-point average of less than 2.0 must remedy this situation before consideration.

Students who have graduated with GED must still show adequate academic background and ACT scores.

Transportation

As most of these programs require considerable student attendance at off-campus locations, it will be the student's responsibility to provide transportation to all clinical affiliates. The utilization of car pools, when appropriate, is encouraged to help meet the expense of those providing transportation.

Liability Insurance

All Allied Health students are required to have liability insurance. Group policies are handled the first weeks of class each year and the money is paid to the designated college secretary, who forwards it to the insurance company. All admitted students will be notified of the appropriate time to take advantage of the blanket coverage which is offered annually.

ALLIED HEALTH TECHNOLOGY

*EMERGENCY MEDICAL SERVICES

(Certificate in Applied Science)

The following Emergency Medical Services one-year certificate program will be implemented in January 1976. This program is designed to train paraprofessionals to provide emergency medical services commensurate with the needs of the geographic region and consists of three areas of specialization. Upon completion of the program participants would qualify for examination by the West Virginia Department of Health for (1) EMT certification; (2) paramedic certification; and (3) emergency medical services certification.

A one-year certificate would be awarded upon successful completion of the program.

Emergency Medical Services Program

		35 sem. hr
English	104.....	3
EMS	101.....	4
PE	211.....	4
Psychology	101.....	3
EMS	105.....	3
EMS	200.....	3
PE	233.....	2
HTH	202.....	3
Sociology	110.....	3
Bus Ed	100.....	3
EMS	201.....	4

*Admission to this certificate program is limited to active emergency medical personnel with approval of program coordinator or the Director, Division of Allied Health.

MEDICAL LABORATORY TECHNOLOGY

(Associate in Applied Science)

The Medical Laboratory Technology (MLT) Associate in Applied Science is an affiliated program between Fairmont State's Community College and three cooperating medical institutions, Fairmont Clinic in Fairmont and United Hospital Center in Clarksburg and Bio-Preps Laboratory in Fairmont.

In addition to general studies and a common core of allied health science courses, 43 credit hours are required in clinical lecture and laboratory experience coordinated with a 12 month hospital-clinical laboratory rotation.

In order to begin the clinical year of the MLT Program, a student must have an overall quality point average of 2.0 plus an overall 2.0 average in the following clinically related subjects: MLT 101 and 102, Chemistry 101 and 102, Biology 170 (Anatomy and Physiology) and 205 (Microbiology). Failure to attain this average results in dismissal from the program. Re-admission is on the basis of re-application and reacceptance.

Withdrawal from MLT 101 or 102 or Failure of MLT 101 or 102 results in dismissal from the Program. Readmission is on the basis of reapplication and reacceptance.

The MLT degree is designed in accordance with standards and guidelines provided by the American Society of Clinical Pathologists (ASCP). Upon completion of the associate degree, students are eligible for certification examination as medical laboratory technicians by ASCP.

Because only a limited number of students can be selected each year, applicants are advised to make application by December 1. Admission is based on these factors: high school record, ACT scores, and a personal interview.

Places of employment:

Hospitals

Clinics

Independent laboratories

Physicians' offices

Public health agencies

Pharmaceutical firms

Research institutions

Types of jobs:

Medical laboratory analysis

Medical Laboratory Technology

71 sem. hrs.

Semester I

Eng. 104	Written English	3
Math 111	Intro. to Algebra	3
Chem. 101	Gen. Chemistry	4
MLT 101	Intro. to MLT	3
Bio. 170	Anatomy & Physiology	4

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Semester II

Eng. 108	Adv. Written Eng.	3
Chem. 102	Gen. Chemistry	4
Bio. 205	Microbiology	4
Psych. 101	Intro. to Psych. I	3
MLT 102	Intro. to MLT	3

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All of the above courses must be completed prior to the clinical year.)

Twelve Month Clinical Rotation

MLT 200	Clinical Serology Lecture	1
MLT 201	Clinical Serology Practicum	1
MLT 202	Clinical Biochem. Lecture	5

MLT 203	Clin. Biochem. Practicum A	2
MLT 204	Clin. Biochem. Practicum B	3
MLT 205	Clinical Microbio. Lecture	3
MLT 206	Clin. Microbio. Practicum A	1
MLT 207	Clin. Microbio. Practicum B	2
MLT 208	Clin. Mycology & Parasitology	2
MLT 209	Clin. Microscopy Practicum	2
MLT 210	Clin. Hematology Lecture	4
MLT 211	Clin. Hematology Practicum A	2
MLT 212	Clin. Hematology Practicum B	2
MLT 213	Immunohematology Lecture	3
MLT 214	Immunohematology Practicum A	1
MLT 215	Immunohematology Practicum B	2
MLT 216	Seminar	1

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MEDICAL RECORDS TECHNICIAN

(Associate in Applied Science)

The Medical Record Technician program is designed to provide the graduate with skills necessary for preparing, analyzing, and preserving health information needed by health practitioners, patients, hospitals, and the public. In addition to the classroom studies, the student spends a designated time at affiliated clinical sites, i.e., hospitals, clinics, and extended care facilities, in order to practice the technical skills. This rotation is planned for one semester during the summer term and the entire second year. The Medical Record Technician program is an affiliated program with Fairmont General Hospital; United Hospital Center, Inc., Clarksburg; Veterans Administration Hospital, Clarksburg; Monongalia General Hospital, Morgantown; West Virginia University Hospital, Morgantown and Wishing Well Health Care Center, Inc., Fairmont.

Upon satisfactory completion of the two-year program, the student will have a knowledge of medical terminology, secretarial skills, disease classification and indexing skills required to function in any health care agency maintaining medical records.

In order to begin the clinical affiliation of the Medical Record Technician program, a student must have an overall 2.0 average plus an overall 2.0 average in the following subjects: Allied Health 100, 101, Biology 170, MRS 105. To continue in the program a 2.0 overall average must be maintained in the following subjects: MRS 106, 204, 205, 206, 207, 208, and 317. Failure to attain this average results in dismissal from the program. Readmission is on the basis of reapplication and reacceptance.

Withdrawal from any MRS course or failure of any MRS course results in dismissal from the Program. Readmission is on the basis of reapplication and reacceptance.

Because only a limited number of students can be selected each year, applicants are advised to make application by December 1. Admission is based on these factors: high school records, ACT scores, and college course work (if applicable).

Places of employment:

Doctors' offices
Clinics
Hospitals

Nursing Homes

Types of jobs:

Clerks
Medical Records Transcriptionists

Medical Records Technician

Semester 1

Allied Hlth. 100	Medical Terminology	3
Bus. Ed. 102	Intermediate Typewriting	2

68 sem. hr.

Bus. Ed. 103	Records Management	2
Eng. 104	Written English	3
Biol. 170	Anatomy & Physiology	3
Soc. 110	Intro. Sociology	3
Alld. Hlth. 101	Intro. to Health Care	1

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Semester 2

Med. Rec. 105	Medical Records Science I	4
Bus. Ed. 211	Advanced Typewriting	2
EDP 100	Intro. to EDP	3
Eng. 109	Technical Report Writing	3
	Electives	2

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Summer Session

Med. Rec. 106	Med. Records I Dir. Practice I	2*
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Semester 3

Med. Rec. 214	Medical Typewriting	2
Med. Rec. 205	Medical Records Science II	4
Med. Rec. 206	Medical Records Dir. Practice II	3*
Bus. Ed. 311	Office Machines	2
Speech Comm. 101	Fundamentals of Speech Communication	3
Psych. 101	Intro. to Psychology	3

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Semester 4

Bus. 310	Statistics	3
Bus. 314	Office Management	2
Med. Rec. 317	Medical Machine Transcription	2
Med. Rec. 207	Medical Records Science III	4
Med. Rec. 208	Medical Records Dir. Practice III	4*
	Electives	3

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*Students must have 9 total credit hours of combined MR Directed Practice to graduate. Each credit of MR Dir. Practice requires 60 contact hours. Each Directed Practice course is 2-4 credit hours variable.

Minor B.A. and B.S. Degree**18 sem. hrs.**

Alld. Hlth. 100	Medical Terminology.....	3
Bus. Educ. 102	Intermediate Typewriting.....	2
Bus. Educ. 103	Records Management.....	2
MRS 105	Medical Records Science I.....	4
MRS 106	Medical Records I Directed Practice I.....	2
Bus. Educ. 211	Advanced Typewriting.....	2
MRS 214	Medical Typewriting.....	2
Bus. Educ. 311	Office Machines.....	2
EDP 100	Introduction to EDP.....	3

NURSING EDUCATION**(Associate in Science)**

The two-year technical or semi-Professional nursing program is designed to prepare beginning practitioners of nursing at the staff level. The curriculum includes a balance between nursing and non-nursing courses. Learning experiences in the college and clinical laboratories make up a major portion of the nursing courses. Clinical laboratories may include the local hospital, clinics, schools, home for aged and the

state hospital at Weston. A student must have a 2.0 average in the nursing courses in order to enroll in the second year of the program.

Graduates of the program are eligible to take the West Virginia State Board examination for licensure as registered nurses.

Because applications for nursing exceed available space, prospective students are advised to make early application.

Nursing		76 sem. hrs.
English.....	104, 108	Written English.....6
Home Ec.....	110	Nutrition.....2
Biology.....	170	Anatomy and Physiology.....4
Biology.....	205	Microbiology.....4
Psychology.....	101	Introduction to Psychology.....3
Physical Sci.....	102	Chemistry.....2
Political Sci.....	103	American Nat'l Government.....3
Sociology.....	110	Introductory Sociology.....3
Nursing.....	100	Introduction of Nursing.....1
Nursing.....	101	Fundamentals of Nursing.....7
Nursing.....	103	Medical-Surgical Nursing.....10
Nursing.....	202	Medical-Surgical Nursing.....10
Nursing.....	203	Psychiatric Nursing.....6
Nursing.....	204	Trends in Nursing.....2
Nursing.....	205	Maternity Nursing.....5
Nursing.....	206	Nursing of Children.....5
Elective (with consent of Adviser).....		3

RESPIRATORY THERAPY TECHNOLOGY

(Associate of Applied Science)

Respiratory therapists perform under the direction of physicians in hospitals, clinics, research facilities, nursing homes, and home-care settings. They provide treatment, management, control and care of patients with deficiencies and abnormalities associated with the breathing process, through the therapeutic use of such aid as medical gases, oxygen administering apparatus, aerosols, chest physical therapy, cardiopulmonary resuscitation and mechanical airways.

In order to begin the clinical year of the RTT program, a student must have an overall quality point average of 2.0 plus an overall 2.0 average in the following clinically related subjects: RTT 101, 102, 103, 104, 105; Chemistry 101; Biology 170 (Anatomy and Physiology) and 205 (Microbiology). Failure to attain this average results in dismissal from the program. Readmission is on the basis of reapplication and reacceptance.

Withdrawal from any RTT course or failure from any RTT course results in dismissal from the Program. Readmission is on the basis of reapplication and acceptance.

Persons with three or more years of respiratory therapy experience or with the CRTT credential from the NBRT may challenge all professional courses. Persons with the CRTT credential may be exempted from RT 101 and will be expected to challenge all clinical courses. The student should enroll for the course and make arrangement with the instructor prior to the start of the term to schedule a challenge examination. Clinical course challenges will be by a practical examination in a clinical or simulated clinical setting. Theory course challenges will be by a written multiple choice National Board Type Examination.

Because only a limited number of students can be selected each year, applicants are advised to make application by December 1. Admission is based on high school

records, ACT scores, college records (if relevant), a personal interview, and previous related experience.

Respiratory Therapy Technology

72 sem. hrs.

First Term (Fall Semester)

RT 101	Introduction to Respiratory Therapy	1
Math 111	Intermediate Algebra	3
Biol. 170	Anatomy & Physiology	4
Chem. 101	General Chemistry	4
Eng. 104	Written English	3
RT 105	Nursing Arts for RT	2
		17

Second Term (Spring Semester)

Eng. 109	Technical Report Writing	3
Psych. 101	Introduction to Psychology I	3
Biol. 205	Technical Microbiology	4
RT 102	Physics for RT	3
RT 103	Pharmacology for RT	3
RT 104	Cardiopulmonary Physiology	3
		19

Third Term (Summer—both sessions)

RT 201	Procedures I	3
RT 202	Clinical Application I	3
		6

Fourth Term (Fall Semester)

RT 206	Pathology for RT	2
RT 207	Ethics, Medical Records, Administration	3
RT 203	Procedures II	6
RT 204	Clinical Application II (32 hrs./wk.)	4
		15

Fifth Term (Spring Semester)

RT 208	Pediatrics and Neonatology	3
RT 209	Rehabilitation	3
RT 211	Clinical Application III (32 hrs./wk.)	4
RT 210	Pulmonary Function Testing	2
	Elective (humanities)	3
		15

VETERINARY ASSISTANT TECHNOLOGY

(Associate in Applied Science)

Exciting employment opportunities abound for animal health technicians, who have a new role to play on today's animal health care team. Animal health technicians assist the veterinarian in many ways. They collect and record case histories; prepare animals, instruments, equipment and medications; they apply wound dressings, and assist the veterinarian in diagnostic, medical and surgical procedures.

Veterinarians recognize that they can expand their practices by delegating to the technician many duties and procedures, and there is far more of a demand for qualified animal health technicians than presently exist. Schools with active programs report 1.5 job opportunities for each graduate. The Animal Veterinary Medical Associa-

tion predicts approximately one trained technician is needed to assist each of the 29,000 active veterinarians, not to mention the 1,300 new veterinarians graduated each year. But in the last ten years, only 3,000 animal health technicians have been graduated.

Employment opportunities are also promising with diagnostic laboratories, pharmaceutical company research, biomedical research teams, and in government agencies as assistants to federal meat inspectors.

During their first year in the program at Fairmont State College, students combine general education courses, technical and clinical classes. In their second year, students spend two semesters with practicing clinical veterinarians in order to apply their academic knowledge. In order to begin the clinical year of the VAT Program, a student must have an overall quality point average of 2.0 plus an overall 2.0 average in the following clinically related subjects: VAT 103 and 201, Chemistry 101, Biology 102, and 170 (Anatomy and Physiology) and 204 (Microbiology). Failure to attain this average results in dismissal from the program. Re-admission is on the basis of re-application and reacceptance. Withdrawal from any VAT course or failure of any VAT course results in dismissal from the Program. Re-admission is on the basis of re-application and reacceptance.

Because only a limited number of students can be selected each year, applicants are advised to make application by December 1. Admission is based on these factors: High school record, ACT score, and college record (if applicable).

Veterinary Assistant Technology

75 sem. hrs.

First Year: Fall Semester

Chemistry	101	General Chemistry.....	4
Biology	170	Anatomy and Physiology.....	4
Allied Health	100	Medical Terminology.....	3
*Business Ed.	101	Beginning Typewriting.....	2
VAT	103	Intro. to Animal Technology.....	4

Spring Semester

Biology	205	Technical Microbiology.....	4
Business	141	Business Mathematics.....	3
Biology	102	Intro. to Biology.....	4
VAT	201	Veterinary Lab. Techniques I.....	4
Business Ed.	311	Office Machines.....	2

Summer (1st Term)

Speech	101	Fundamentals of Speech.....	3
English	104	Written English.....	3

(2nd Term)

Psychology	101	Intro. to Psychology I.....	3
English	109	Technical Report Writing.....	3

Second Year: Fall Semester

VAT	202	Veterinary Lab. Techniques II.....	2
VAT	261	Veterinary Preceptorship I.....	12

Spring Semester

VAT	262	Veterinary Preceptorship II.....	15
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*English 104 may be taken during the First Semester, if the student has had Beginning Typewriting.

BUSINESS TECHNOLOGY ACCOUNTING

(Associate in Science)

The two year Accounting Associate in Science degree qualifies graduates for work in the accounting field, providing students with the basic tools to carry on day-to-day operations in the accounting departments of individual and corporate business industries and government agencies.

Current Department of Labor statistics show increased need for accountants despite the fact that many low-level accounting positions may be phased out by computers and other business machines. Data from these machines will require analysis by individuals trained in accounting terminology and procedures. The need for qualified personnel in the tax field and financial reporting will be extensive.

Places of employment:	Public accounting firms—staff positions
Business Organizations	Government agencies—financial clerks
Industrial Corporations	Bookkeepers in small businesses
Government Agencies	Insurance claims adjusters
Independent Accounting Firms	
Types of jobs:	
Industrial accountants—general, cost, etc.	

Two-Year Accounting		64 sem. hrs.
Required Courses:		
Business	141	Business Mathematics.....3
	201, 202	Principles of Accounting.....6
	203	Accounting Practicum.....2
	301, 302	Intermediate Accounting.....6
	306	Business Law.....3
	406, 407	Federal Income Tax Accounting.....6
Economics	201, 202	Economic Principles and Problems.....6
EDP	100	Introduction to Electronic Data Processing.....3
English	104, 108	Written English.....6
Psychology	101	Introduction to Psychology I.....3
Speech Comm.	101	Fundamentals of Speech Communication.....3
		or
	107	Speech Improvement.....2
Recommended:		
Business	404	Cost Accounting.....3
Electives.....		14-15

CLERICAL

(Associate in Science)

The Clerical program is offered for students interested in employment in an office but not interested in taking dictation. Among the duties of a clerk are receiving callers, answering the telephone, handling mail, typing, filing and operating office machines. A one-year certificate is awarded at the completion of the first year for students who wish to terminate their studies at this time.

Places of employment:	Clerk-typists
Government agencies	Filing Clerks
Insurance companies	Bookkeepers
Industrial companies	Office Machine Operators
Banks	Receptionists
Types of jobs:	Mailroom Clerks

Two-Year Clerical Program		64 sem. hrs.
Required Courses:		
Business	102	Introduction to Business.....3
Business	141	Business Mathematics.....3
Business	201	Principles of Accounting.....3
Business	202	Principles of Accounting.....3
Bus. Ed.	102	Intermediate Typewriting.....2
Bus. Ed.	103	Records Management.....2
Bus. Ed.	211	Advanced Typewriting.....2

Bus. Ed.	251	Business Communications.....	2
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	351	Executive Office Administrative Management.....	3
Bus. Ed.	352	Directed Office Experience.....	2
EDP	101	Punched Card Data Processing.....	2
English	104	Written English.....	3
English	109	Technical Report Writing.....	3
Home Ec.	103	Principles of Clothing Selection.....	2
Psychology	101	Introduction to Psychology I.....	3
Speech Comm.	101	Fundamentals of Speech Communication.....	3
		or	
	107	Speech Improvement.....	2

42/43

22/21

*Electives

*Bus. Ed. 101 may be utilized as an elective if no previous credit has been earned in this area.

Clerical—One Year Certificate in Applied Science

32 sem. hrs

Required Courses:

Business	102	Introduction to Business.....	3
Business	141	Business Mathematics.....	3
Business	201	Principles of Accounting.....	3
Business	202	Principles of Accounting.....	3
Bus. Ed.	102	Intermediate Typewriting.....	2
Bus. Ed.	103	Records Management.....	2
Bus. Ed.	211	Advanced Typewriting.....	2
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	351	Ex. Office Admin. Management.....	3
Bus. Ed.	352	Directed Office Experience.....	2
EDP	100	Intro. to EDP (Suggested Elective).....	3

or

Elective.....			1
English	104	Written English.....	3
English	109	Technical Report Writing.....	3

COMMERCIAL DESIGN GRAPHICS TECHNOLOGY

(Associate in Applied Arts)

This artist-craftsman two-year degree program will qualify individuals for employment in applied design for reproduction and development of graphics material for commerce and industry. As a technical career-oriented degree, concentration is on processes basic to the design professions, to apply them through reproduction and to provide the technician with a sense of aesthetic appreciation required for industrial design. Emphasis on design, photography, methods and presentation techniques; knowledge of tools, materials and their drawing application.

Places of employment:

Advertising agencies
Design studios
Exhibit and display businesses
Department stores
Industrial organizations

Photography studios
Printing plants

Types of jobs:

Graphics artists
Commercial illustrators

Commercial Design/Graphics

64 sem. hrs

English	104	Written English.....	3
English	109	Technical Report Writing.....	3
Journalism	320	Advertising	3

Tech	99-100	Design	2	
	98-100	Printing Process.....	3	
	98-200	Comp. & Photo Mech. Prep.....	3	
	98-210	Image Transfer Mechanisms	3	
	98-220	Estimating.....	3	
	98-230	Layout and Design.....	3	
	98-240	Graphic Arts Photography.....	3	
	98-300	Continuous Tone Photography.....	2	
	98-310	Adv. Continuous Tone Photography	3	
	98-410	Printing Techniques	4	
Art	140	Art Structure & Applied Design	3	
	141	Art Structure & Applied Design	3	
	142	Drawing	3	
	155	Theory of Art	2	
	241	Drawing from Life	3	
	341	Graphics	3	
	363	Painting in Watercolor.....	3	
	280	Practicum	6	
		or		
Tech	98-260	Practicum	6	
		Commercial Design/Graphics		
Minor B.A. and B.S. Degree				32 sem. hrs.
Tech	98-100	Printing Process.....	3	
	98-200	Composition and Photo-Mechanical Preparation	3	
	98-210	Image Transfer Mechanisms	3	
	98-230	Layout and Design.....	3	
	98-240	Graphic Arts Photography.....	3	
	98-300	Continuous Tone Photography.....	2	
Art	140	Art Structure & Applied Design	3	
	141	Art Structure & Applied Design	3	
	142	Drawing	3	
	241	Drawing from Life	3	
	363	Painting in Watercolor.....	3	

ELECTRONIC DATA PROCESSING

(Associate in Science)

Job entry training for computer programmers, operators and various data handling job titles requiring computer training is provided. The program places emphasis on marketable skills in the programming of a typical commercial or scientific computer.

Places of employment:
Government Agencies
Insurance Companies
Banks
Wholesale Business
Public Utilities

Manufacturing
Types of jobs:
Computer programmer
Computer Operator
Keypunch Operator

Equipment

DEC PDP 11/40 Computer System on campus
On-line terminal access to IBM 360/75 and IBM 370/148 computer systems Unit Record equipment including 9 card punch machines

Two-Year EDP

64 sem. hrs.

Required Courses:

Business 201, 202 Principles of Accounting.....6

	309	Industrial Organization and Management.....	3
EDP	100	Introduction to Electronic Data Processing	3
	103	FORTRAN Programming I	4
	104	Introduction to COBOL Programming.....	4
	201	Assembler Programming	4
	204	Advanced Programming	4
	205	PL-1 and RPG	4
	220	Business Systems	3
	230	EDP Special Project.....	4
English	104, 108	Written English.....	6
Math	205	Fundamental Concepts of Math.....	3
Electives.....		Electronic Data Processing	16
Minor B.A. and B.S. Degree 19 sem. hrs			
(Also open to Business Majors in Group A, B, C, and D)			
EDP	100	Introduction to Electronic Data Processing	3
	103	FORTRAN Programming I	4
	104	Introduction to COBOL Programming.....	4
	204	Advanced Programming	4
	Elect four hours from the following:		
	105	Consulting	1
	201	Assembler Programming	4
	203	FORTRAN Programming II.....	4
	205	PL-1 and RPG	4
	220	Business Systems	3
	230	EDP Special Project.....	4

FOOD SERVICE MANAGEMENT

(Associate in Applied Science)

Preparation for supervisory or middle management positions in the fast-growing hospitality industry is provided by the two-year Food Service Management Degree.

Basic courses for the degree give knowledge of sanitation, equipment, food purchasing, food merchandising and personnel management. Actual on-the-job and laboratory experience are important parts of the 64-hour degree program.

The program allows some flexibility for men and women who have been or are already employed in food service work to have appropriate credit waived. It will also offer opportunities for advancement that may not exist for food service workers without more adequate training.

Places of employment:

Hotels, motels
Industrial food Management
Restaurants
Commercial food processing
Airlines
College-school food services
Cafeterias
Catering organizations

Clubs

Fast food service operations

Hospitals

Types of jobs:

Restaurant management

Food directors

Cooks

Chef's assistants

food managers (chain operations)

Food Service Management

64 sem. hrs

English	104, 108	Written English.....	6
Sociology	110	Introductory Sociology.....	3
Math	141	Business Math	3

Business	201	Accounting	3
	308	Personnel Management	3
Phys. Ed.	100	Basic Physical Education	2
Psychology	101	Introduction to Psychology	3
Home Ec.	110	Nutrition	2
	201	Foods	3
	202	Advanced Foods	2
	219	Introduction to Food Service	2
	220	Diet Therapy & Com. Nutrition	3
	221	Food Service Equipment	2
	222	Food Sanitation & Safety	3
	223	Quantity Foods	3
	224	Practicum I	4
	225	Practicum II	4
	226	Food Purchasing and Storage	3
	227	Food & Beverage Merchandising	3
	228	Org. & Adm. of Food Service	3
	229	Food Management Seminar	1
Elective			3

Food Service Management

Minor B.A. and B.S. Degree			25 sem. hrs.
Home Ec.	110	Nutrition	2
	201	Foods	3
	219	Intro. to Food Service	2
	221	Food Service Equipment	2
	222	Food Sanitation & Safety	3
	223	Quantity Foods	3
	224	Practicum I	4
	228	Org. & Adm. of Food Service	3
Bus.	201	Accounting	3

INTERIOR DECORATION

(Associate in Applied Science)

This program is designed for the student who may wish to seek employment as an assistant to an interior decorator or designer; or be employed by retail stores as a consultant to consumers for furniture, draperies, carpeting, floor coverings, or as a coordinator for all interior decorating. This may also be in the housewares areas for implementation of homemaking to make it more aesthetically pleasing and enjoyable. The student may desire to be self-employed. Opportunities in this area are increasing. Successful decorating studios operate in many areas and there exists a need for more in this region.

Interior Decoration			60 sem. hrs.
English	104	Written English	3
Art	140	Art Structure & Applied Design I	3
	141	Art Structure & Applied Design II	3
	255	Art Appreciation	2
Home			
Economics	140	Intro. to Interior Design	3
	210	Textiles	3
	251	Applied Design	2
	275	Practicum	4
	320	Home Planning & Furnishing	3
	351	Home Arts	3
	371	Prob. in Interior Decoration	4

Business	141	Business Math	3
	205	Salesmanship	3
	305	Small Business Management	3
Psychology	101	Intro. to Psychology	3
Speech	101	Fund. of Speech	3
Tech/DRF I	100	Design	2
DRF III	215	Architectural Drafting	4
DRF VI	245	Architectural Design	2
TEC XII	410	Guided Design Seminar	4
Minor B.A. and B.S. Degree			23 sem. hrs.
Home			
Economics	140	Intro. to Interior Design	3
	210	Textiles	3
	251	Applied Design	2
	275	Practicum	4
	320	Home Planning & Furnishing	3
	371	Prob. in Interior Design	4
Art	255	Art Appreciation	2
Tech/DRF I	100	Design	2

RADIO/TELEVISION TECHNICIAN

(Associate in Applied Science)

The two-year Radio-Television Communication Associate in Applied Science degree has been specifically designed for people interested in careers as technicians in the specialized fields of radio and closed and open circuit television.

With strong emphasis on developing marketable skills, the program runs for five semesters. Enrollees receive concentrated course work in both radio and television. An on-the-job internship is required either at the midpoint or as final completion for the program. Students are assigned to full-time training stations in a broadcast or closed circuit communication system.

Places of employment:

- Public Radio stations
- Commercial radio
- Closed and open circuit radio and television systems
- Government communications network

Types of jobs:

- County schools CCTV technicians
- Broadcast technicians
- Radio-television announcers
- College radio/TV technicians

Radio/Television			64 sem. hrs
Eng	104,		
	108	Written English	6
Speech Comm	130	Introduction to Broadcasting	2
	134	Radio/TV Production	4
	200	Radio Announcing	3
	107	Speech Improvement	2
Theatre	151	Play Production	2
	152	Theatre Workshop	1
Music	205	Music Appreciation	2
Speech Comm	201	Broadcast Practicum	2
	202	Broadcast Practicum	2
	203	Broadcast Practicum	2
	204	Broadcast Practicum	2
	206	Television Make-up	1
	207	Television Graphics	2
	208	Broadcast Studio Maintenance	2
	299	Field Study	6
		(Summer between second and third semester or following fourth semester)	

	303	Advanced Radio/TV Production	4
	395	Independent Study in Broadcast Production	3-6
Journalism	240	Reporting I.....	3
	270	Communications in Society	2
	320	Advertising	3
	334	News Photography	2
		Free Elective.....	3
		One elective from following:	
		Political Science 103 or	
		Psychology 101 or Economics 200 or	
		Sociology 110.....	3

Minor B.A. and B.S. Degree**20 sem. hrs.**

Speech Comm	130	Introduction to Radio & Television.....	2
	134	Radio/TV Production.....	4
	200	Radio/TV Announcing	3
	201	Broadcast Practicum	2
	202	Broadcast Practicum	2
	206	Television Make-up.....	1
	207	Television Graphics.....	2
	303	Adv. Radio/TV Production	4

RETAIL MANAGEMENT**(Associate in Science)**

Designed to prepare students for careers in middle management positions in large or small retail firms as well as for independent store ownership. Retail Management combines on-campus courses with part-time positions at carefully selected area retail establishments, consistent with individual employment goals.

During the two-year period a minimum of 240 hours of on-the-job training is required, enabling students to put theory into practice while developing competencies through practical experience. Course work emphasizes the functions of marketing, economics, merchandising, operations and management within the retailing field. Students are provided academic, personal and occupational guidance and assistance in finding both full-time and part-time employment.

Places of employment:

Wholesale establishments

Positions in large and small firms

Types of jobs:

Vacation resorts

Independent store ownership

Hotels

Management training with retail firms

Motels

Sales—retail and wholesale

Retail Management Curriculum**64 sem. hrs.**

Business	102	Introduction to Business	3
	141	Business Mathematics.....	3
	201, 202	Principles of Accounting.....	6
	300	Retailing.....	3
	308	Personnel Management	3
	304	Marketing	3
	305	Small Business Management.....	3
	306, 307	Business Law	6
	320	Advertising	3
	205	Salesmanship.....	3
	312	Retail Field Experience.....	4
English	104, 108	Written English.....	6
Economics	201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing.....	3
Electives.....			9

Retailing

Minor B.A. and B.S. Degree

18 sem. hrs.

Business	205	Salesmanship.....	3
Business	300	Retailing.....	3
Business	304	Marketing.....	3
Business	305	Small Business Management.....	3
Business	308	Personnel Management.....	3
Business	320	Advertising.....	3

SECRETARIAL

(Associate in Science)

Two-year Secretarial programs provide entry-level training for students desiring secretarial or stenographic employment by preparing them to meet demands of current complex office procedures.

Necessary basic skills, understanding and appreciation of business operations, decision-making, and personality development are studied in this associate degree program that offers four options from which students may choose to enroll:

- *Executive Secretarial
- *General Secretarial
- *Legal Secretarial
- *Medical Secretarial

While the general secretary's primary job is taking dictation and transcribing for one or more persons, often in a stenographic pool, the secretary may also have other duties: typing records and filing; answering the phone and receiving callers; opening, reading, and routing mail; operating simple office machines; and composing routine letters. As the secretary improves basic skills, acquires experience and becomes thoroughly familiar with the boss' policies as well as the business, he/she relieves the employer of routine chores and details, planning business trips, arranging appointments and meetings, keeping the calendar, running personal errands, handling personal mail, and even composing some of the correspondence, which requires a thorough knowledge of grammar, punctuation and spelling.

To qualify as an executive secretary, one may be more an assistant to the boss than a secretary. Functioning in an extra-creative job, the secretary performs assignments on his/her own initiative, often directing work of others such as a staff of clerks, typists and secretaries. Thus, the Executive Secretarial program, in addition to basic office skills, requires training in management. The secretary must be able to relieve the boss of routine duties, be the representative in dealing with business matters and have responsibility in planning, decision making and administration.

Legal and Medical Secretarial programs emphasize specialities of the legal and medical professions to enable graduates to function effectively in their respective offices. Those enrolling in the Medical Secretarial program learn to type medical information and acquire a knowledge of medical information, medical terminology, medical shorthand, typing, and medical secretarial practices, which include keeping records, making appointments, billing, collecting fees and being the practitioners' public relations agent. Practical experience is 140 hours.

The Legal Secretarial program emphasizes preparation of briefs, wills, petitions, corporate minutes and similar documents. A minimum of 140 hours in area law of fices is required.

Common to all four options are on-campus courses involving basic stenographic skills and on-the-job training in off-campus offices representative of each of the four degree programs.

Places of employment:

Business, legal and medical offices
 Government agencies
 Insurance firms
 Banks
 Legal departments

Types of jobs:

Stenographers
 Secretaries
 Executive Secretaries
 Clerical positions

Two-Year Executive Secretarial**64 sem. hrs.****Required Courses**

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	306	Business Law	3
Business	314	Office Management	2
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	212	Executive Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	302	Advanced Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	314	Executive Dictation and Transcription	2
Bus. Ed.	351	Executive Office Administrative Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	100	Introduction to Electronic Data Processing	3
EDP	101	Punched Card Data Processing	2
English	104	Written English	3
English	109	Technical Report Writing	3
Psychology	101	Introduction to Psychology I	3
Speech Comm.	101	Fundamentals of Speech Communication	3
*Electives		2

*Bus. Ed. 101 may be utilized an elective if no previous credit has been earned in this area.

Two-Year General Secretarial**64 sem. hrs.****Required Courses:**

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	302	Advanced Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	314	Executive Dictation and Transcription	2
Bus. Ed.	351	Executive Office Administrative Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	101	Punched Card Data Processing	2
English	104	Written English	3
English	109	Technical Report Writing	3
Home Ec.	103	Principles of Clothing Selection	2
Psychology	101	Introduction to Psychology I	3
Speech Comm.	101	Fundamentals of Speech Communication	3

or

Speech Comm.	107	Speech Improvement	2
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*Electives.....10/11

*Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

Two-Year Legal Secretarial

64 sem. hrs

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	306	Business Law	3
Business	307	Business Law	3
Business	314	Office Management	2
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	213	Legal Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	307	Advanced Legal Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	315	Legal Dictation and Transcription	2
Bus. Ed.	353	Legal Office Administrative Management	3
Bus. Ed.	354	Legal Office Experience	2
EDP	100	Introduction to Electronic Data Processing	3
English	104	Written English	3
English	109	Technical Report Writing	3
Speech Comm.	101	Fundamentals of Speech Communication	3
*Electives.....			4

*Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

Two-Year Medical Secretarial

64 sem. hrs

Required Courses:

Biology	170	Anatomy and Physiology	3
Business	141	Business Mathematics	3
Business	314	Office Management	2
All. Health	100	Medical Terminology	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	214	Medical Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	304	Advanced Medical Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	316	Medical Dictation and Transcription	2
Bus. Ed.	355	Medical Office Administrative Management	4
Bus. Ed.	356	Medical Office Experience	2
English	104	Written English	3
English	109	Technical Report Writing	3
Psychology	101	Introduction to Psychology I	3
Speech Comm.	101	Fundamentals of Speech Communication	3
Electives.....			6

*Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

One-Year Certificate—Secretarial in Applied Science

32 sem. hrs

Required Courses:

Bus. Ed.	102	Intermediate Typewriting	2
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Bus. Ed.	103	Records Management.....	2
Bus. Ed.	201	Beginning Shorthand.....	4
Bus. Ed.	202	Intermediate Shorthand.....	4
Bus. Ed.	211	Advanced Typewriting.....	2
Bus. Ed.	251	Business Communications.....	2
Bus. Ed.	311	Office Machines.....	2
Bus. Ed.	351	Executive Office Administrative Management.....	3
Bus. Ed.	352	Directed Office Experience.....	2
EDP	100	Introduction to Electronic Data Processing.....	3
English	104	Written English.....	3
English	109	Technical Report Writing.....	3

Clerical

Minor B.A. and B.S. Degree 18 sem. hrs.

Business	102	Introduction to Business.....	3
Business	141	Business Mathematics.....	3
Bus. Educ.	102	Intermediate Typewriting.....	2
Bus. Educ.	103	Records Management.....	2
Bus. Educ.	251	Business Communications.....	2
Bus. Educ.	211	Advanced Typewriting.....	2
Bus. Educ.	311	Office Machines.....	2
Bus. Educ.	351*	Executive Office Administrative Management.....	3
Bus. Educ.	352*	Directed Office Experience.....	2

*Specialized courses in office administrative management and office experience may be substituted.

ENGINEERING TECHNOLOGY

(Associate in Science)

This two-year program prepares students for positions in industry in the occupational areas between the craftsman and the engineer, such as supervisors and technological and engineering assistants. The program is excellent preparation for students who plan to work toward their baccalaureate degree.

As well as offering a concentration of courses in the technical fields, the curriculum includes general education courses with emphasis on acquiring skills necessary for job entry. Areas of concentration include: civil technology, drafting/design technology, electronics technology, industrial technology, power technology, printing technology, mining technology, mechanical technology, and safety/engineering technology.

Places of Employment:

Public utility companies
State and municipal public works
Highway departments
Construction companies
Manufacturing companies
Printing companies
Mines

Types of Jobs

Civil
Building Trades
Residential Construction
Electronics
Lab testing
Operating and maintenance
of electrical machinery in

Industrial

Operation of machinery
Machine maintenance
Production

Printing

Layout and design
Photo mechanical work
Press work
Shop supervision

Drafting/Design

Machine design
Electrical drafting
Construction drawing

Power

Auto service technicians
Shop supervisors

Mining
Industry
Home entertainment service

Mining
Machine maintenance
Mine safety

Two-Year Technology (General Education—24 hours)

67 sem. hr

General Education

English

104	Written English.....	3
108	Advanced Written English.....	3
109	Technical Report Writing.....	3

Math

101	Applied Technical Math I.....	3
102	Applied Technical Math II.....	3

Physical Science

100	Science Methodology.....	2
102	Chemistry.....	2
104	Physics.....	2

Social Science

ECON 200	Introduction to Economics.....	3
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Technology

EDP 100	Introduction.....	3
97-200	SAF I Safety Supervision (mining only).....	3
97-201	SAF II Occupational Safety (all others).....	3
93-250	IND VII Personnel Problems and Labor Relations.....	3

Technology Core

90-100	TEC I	Technology and Society.....	2
91-100	MAT I	Materials.....	2
92-100	ELE I	Electronics.....	2
93-100	IND I	Processes.....	2
94-100	MEC I	Mechanics.....	2
95-100	MIN I	Energy.....	2
99-100	DRF I	Design.....	2

Concentrations

Electronics Technology

92-200	ELE II	Electronic Shop Practices.....	3
92-210	ELE III	Circuit Analysis.....	2
92-220	ELE IV	Linear Electronics.....	3
92-230	ELE V	Digital Electronics.....	3
92-240	ELE VI	Industrial Electronics.....	3
92-250	ELE VII	AC-DC Machinery and Controls.....	3
92-260	ELE VIII	Communications Systems.....	3

20

Industrial Technology

93-200	IND II	Welding.....	4
93-210	IND III	Machine Shop.....	3
93-220	IND IV	Metallurgy.....	2
93-230	IND V	Advanced Welding.....	3
93-240	IND VI	Manufacturing Processes.....	4
99-255	DRF VII	Tool Design.....	4

20

Mechanical Technology

94-200	MEC II	Engineering Mechanics	4
99-235	DRF V	Technical Drafting	3
94-210	MEC III	Thermodynamics	3
94-220	MEC IV	Fluid Power	3
94-230	MEC V	Heating, Air Conditioning & Ventilation	3
94-240	MEC VI	Machine Design I	4
			<hr/> 20

Mining Technology

96-200	CIV I	Surveying I	3
94-200	MEC II	Engineering Mechanics	4
95-200	MIN II	Coal and Mining Methods	2
95-210	MIN III	Coal Analysis and Preparation	2
92-250	ELE VII	AC-DC Machinery and Controls	3
95-220	MIN IV	Mine Mapping and Ventilation	3
95-230	MIN V	Mining Equipment and Maintenance	3
			<hr/> 20

Civil Technology

96-200	CIV I	Surveying I	3
96-210	CIV II	Light Construction	4
94-200	MEC II	Engineering Mechanics	4
96-220	CIV III	Heavy Construction	4
96-230	CIV IV	Construction Planning	2
96-240	CIV V	Surveying II	3
			<hr/> 20

*****Safety Technology**

HEALTH 101		First Aid	2
97-200	SAF I	Safety Supervision	3
97-210	SAF III	Motor Fleet Safety	3
97-220	SAF IV	Environmental Hazard Control	3
FIR. SC. 291		Fire Prevention and Inspection	3
97-230	SAF V	Introduction to Industrial Hygiene	3
97-240	SAF VI	Safety Engineering Design	3
			<hr/> 20

Power Technology

94-105	PWR I	Engine Theory	4
94-115	PWR II	Power Transfer Theory	4
94-225	PWR V	Electrical Systems & Air Conditioning	4
94-215	PWR IV	Hydraulic and Suspension Systems	4
94-205	PWR III	Carburetion and Ignition Theory	4
			<hr/> 20

Printing Technology

98-100	PRT I	Printing Processes	3
98-200	PRT II	Composition and Photo. Mech. Preparation	3
98-210	PRT III	Image Transfer Mechanisms	3
98-220	PRT IV	Estimating	3
98-230	PRT V	Layout and Design	3
98-240	PRT VI	Graphic Arts Photography	3

98-250	PRT VII	Printing Practicum	2
			20
Drafting/Design Technology			
99-205	DRF II	Technical Illustration	3
99-215	DRF III	Architectural Drafting	4
99-225	DRF IV	Descriptive Geometry	2
99-235	DRF V	Technical Drafting	3
99-245	DRF VI	Architectural Design	2
99-255	DRF VII	Tool Design	4
99-265	DRF VIII	Blueprint Reading	2
			20

***This area of study leads to an Associate in Applied Science in Safety Engineering Technology. All other lead to an Associate in Science in Technology.

FIRE PROTECTION AND SAFETY TECHNOLOGY

(Associate in Applied Science)

With emphasis on developing experience, knowledge and understanding in the areas of fire safety, causes and suppression. Fire Protection and Safety Technology provides students with career competencies to accept positions as full-time and volunteer firemen, members of industrial safety teams or employees of insurance companies, government agencies and inspection service.

Individuals presently employed by fire service organizations or serving with volunteer fire companies, who want to further their education, and those interested in fire protection and safety are eligible to enroll in this program, which also offers both paid and voluntary firemen more opportunities for professional development.

Places of employment:

Government agencies
Community agencies
Inspection services
Industrial safety teams

Types of jobs:

Full-time firemen
Volunteer firemen
Members of industrial safety teams
Employees of fire insurance companies

Fire Protection and Safety

English	104	Written English	3
	109	Technical Report Writing	3
Phy. Sci.	102	Chemistry	2
EMS	101	Techniques of Emergency Medical Services I	4
Tech	103	Basic Electricity	3
Tech	91-100	Materials	2
	93-250	Personnel Problems	3
	99-265	Blueprint Reading	3
Bus	308	Personnel Management	3
Fire Sci.	193	Fire Protection Org	3
	194	Fire Suppression	3
	196	Hydraulics & Water Supply	3
	192	Codes & Practices	3
	291	Fire Prevention & Inspection	3
	293	Detection & Suppression Systems	3
	204	Intro. to Public Administration	3
	292	Fire Tactics	3
	294	Safety Laws & Insurance	3
	296	Practicum	4
Electives			7

64 sem. h.

Fire Science

Minor B.A. and B.S. Degree		21-22 sem. hrs.
Fire Sci.	192	Codes and Practices3
	193	Fire Protection Organization3
	291	Fire Prevention and Inspection.....3
	194	Fire Suppression.....3
	292	Fire Tactics.....3
Elective hours to be selected from following		6-7
Fire Sci.	204	Introduction to Public Administration.....3
	196	Hydraulics and Water Supply.....3
EMS	101	Techniques of Emergency Medical Services.....4

LAW ENFORCEMENT

(Associate in Applied Science)

Designed to prepare individuals for effective law enforcement careers, the Law Enforcement program at Fairmont Community College provides the student with a broad orientation to the entire system of criminal justice. In order to provide for persons with various backgrounds, career aspirations, etc., the program allows the student (with advisor assistance and approval) some flexibility in structuring the curriculum to meet his/her individual interests and needs.

Places of employment:
 local, county, & state
 governments
 Industrial commercial
 security agencies
 social service agencies

Types of jobs:
 police officers
 correctional officers
 technical and related
 careers in criminal justice
 security/loss prevention
 coordinators
 private investigators
 investigators for various
 governmental and social
 service agencies
 enforcement officials for
 various governmental regulatory
 agencies

Law Enforcement		67 sem. hrs.
English	104	Written English.....3
	109	Technical Rept. Writing.....3
Speech Comm.	101	Fund. of Speech Comm.....3
Pol. Sc.	103	American Nat. Govern.3
Psych.	101	Intro. to Psychology.....3
	250	Community Psychology.....3
Sociology	110	Intro. to Sociology.....3
	200	Social Problems.....3
E.M.S.	101	Techniques of E.M.S.4

Law Enforcement Required Courses		22 sem. hrs.
L.E.	100	Intro. to Law Enforce.....3
	101	Police Operations.....3
	102	Prin. of Criminal Law.....3
L.E.	209	Firearms1
	211	Field Service Internship3
	212	Abnormal Behavior & Crisis Intervention.....3
	236	Criminal Investigation.....3
	240	Adjudication Process.....3

Law Enforcement Elective Courses

12 sem. h

(Adviser approval required)

L.E.	199	Special Topics in Law Enfor.	1-12
	200	Criminalistics	3
	201	Traffic Law Enforcement	3
	202	Police Community Relations	3
	204	Public and Police Admin.	4
	205	Natural Resource Law	3
	206	Intro. to Corrections	3
	215	Business & Indust. Security	3
	246	Criminal Evidence & Proc.	3
	255	Analysis of Correctional Operations	3

General Electives

5 sem. h

Law Enforcement**Minor B.A. and B.S. Degree**

28 sem. h

L.E.	100	Introduction to Law Enforcement	3
	101	Police Operations	3
	206	Introduction to Corrections	3
	240	Adjudication Process	3
EMS	101	Techniques of Emergency Med. Serv.	4
Approved L.E. Electives			12

PUBLIC AFFAIRS

(Associate of Arts)

This two-year program is developed for individuals presently employed in public administrative positions who may desire to enhance their professionalism; for the individuals wishing to prepare themselves for public service in a relatively brief period of time; and for those individuals keenly interested in expanding their understanding of the complexities of modern government administration.

Required Courses

66 sem. h

Pol. Sci.	103	American Government	3
	200	Introduction to Political Science	3
	204	Introduction to Public Admin.	3
	205	State and Local Government	3
	206	Public Planning in Appalachia	3
	207	Public Budgeting and Gov. Finance	3
	209	Special Topics	3
	301	Comparative Public Administration	3
	308	Public Personnel Administration	3
English	104	Written English	3
	108	Advanced Written English	3
EDP	100	Electronic Data Processing	3
Soc. Sci.	150	Appalachian Studies	3
Economics	200	Economics	3
Business	141	Business Math	3
Sociology	110	Introductory Sociology	3
Psych.	101	Introduction to Psychology	3
Geography	399	Maps and Diagrams	3
History	219	Recent America	3
Electives—Selected from the following:			
History	108	U.S. History II	3
	343	Urban History	3
Pol. Sci.	240	Nonparametric Statistics	3
	303	Political Parties	3
	304	American Constitutional Government	3

	350	International Organizations	3
Speech Comm.	101	Fundamentals of Speech Communication.....	3
		or	
Pol. Sci.	450	Practicum (To be taken in lieu.....	3-12
		of Pol. Sci. 209 and up to 9	
		hours of electives)	

PSYCHOLOGICAL SERVICE TECHNICIAN

(Associate in Applied Science)

Developed to meet demands for workers in mental health and applied areas of psychology and human services, the Psychological Service Technician program provides opportunities for individuals interested in psychology careers. Also allowing continuation toward a B.S. degree without loss of time or credits, it assures professional advancement.

The last of five academic semesters includes a summer of supervised cooperative work experience in an approved agency.

Students will perform therapeutic-preventive roles and be involved in recognition and assessment of problem behaviors through interviews, observation, testing and program implementation under supervision.

Types of jobs:

Community action workers
Caseworker aides
Psychiatric aides
Public health aides
Mental health aides
Employment service interviews
Social security officers
claims
interviews

Places of employment:

Public institutions
Private institutions
Corrections organizations
Schools
Drug abuse center programs
Business and industries
Mental health centers
Hospitals

Psychological Service Technician			64 sem. hrs.
English	104	Written English	3
	108	Advanced Written English	3
		or	
	109	Technical Report Writing	3
Speech Comm.	101	Fundamentals of Speech Communication.....	3
	240	Group Discussion	3
Sociology	110	Introduction to Sociology	3
Psychology	101	Introduction to Psychology	3
	102	Introduction to Psychology	3
	210	Personal Adjustment.....	3
	250	Community Psychology.....	3
		or	
	260	Industrial and Personnel-Psychology	3
	230	Social Psychology.....	3
Psychology	494	Interpersonal Dynamics.....	3
		*Practicum I.....	3
		*Practicum II	3
		Psychology Electives.....	12
		Electives.....	9
Psychology	480	Directed Research.....	4

(This is full-time employment for which pay and academic credit is given, if possible).
If the Industrial-Personnel emphasis is chosen, then Methods I and II must be taken as psychology-electives along with Practicums I and II (487 and 499) during the third and fourth semester. If Community Service is chosen, then Clinical Practicums I and II are taken.
The program is relatively open in that many electives exist. The "open electives" may be used to

fulfill basic studies requirements towards a B.S. degree or in pursuing personal interests. The "psychology electives" must be chosen in consultation with the student's adviser and may be from the psychology curriculum or other disciplines. This flexibility will allow for an optimum "student-training—job market" fit. It is in the Practicums and Seminar, where the student's education experiences and "real world" demands meet, that an integration occurs under the direction of a faculty member and agency supervisor.

Psychological Service Technician

Minor B.A. and B.S. Degree

18 sem. h

Required Courses

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
Any two courses from the 200 Level		6
Any two courses from the 300 or 400 Levels		6

RECREATIONAL LEADERSHIP

(Associate in Applied Science)

The two-year Recreational Leadership curriculum is designed to provide a foundation of recreation philosophy principles and objectives plus a basic general education during the first year.

The second year consists of an expanded program in recreation theory plus the "field" experiences which are designed to provide practical experience in a variety of recreational settings with different clientele. The program also provides a variety of elective classes in sport coaching, outdoor recreation and aquatic activities.

Recreational Leadership

70 sem.

Course Requirements

REC	141	Introduction to Recreation	3
REC	142	Social Recreation	3
REC	143	Outdoor Recreation	3
REC	144	Group Leadership	3
REC	145	Program Planning and Organization	3
REC	146	Folk and Square Dance	2
REC	153	Seminar in Outdoor Recreation	2
REC	154	Recreation Field Work I	2
REC	155	Recreation Field Work II	2

Related Requirements

ENG	104	Written English	3
ENG	108	Advanced Written English	3
SPCH COMM	101	Fundamentals of Speech Communication	3
THEATRE	151	Play Production	2
BIOL	101	General Biology	4
BIOL	102	General Biology	4
I.E.	186	Recreational Crafts	2
MUS	205	Music Appreciation	2
BUS	201	Principles of Accounting	3
SOC	110	Introduction to Sociology	3
PSY	101	Introduction to Psychology	3
SAF	101	First Aid	2
PH ED	231	Games and Rhythms	2
PH ED	232	Basic Aquatics	2
PH ED	233	Advanced Aquatics—Lifesaving	2
PH ED	234	Field Sports I	2
PH ED	236	Field Sports II	2
or			
PH ED	235	Court Sports I	2
PH ED	237	Court Sports II	2

SOCIAL SERVICE TECHNICIAN

(Associate in Applied Science)

The two-year program in Social Service Technology is designed to train paraprofessional social workers to meet the growing manpower needs of the social service system.

Curriculum content has its major emphasis in the theory and practice of human service systems. Background knowledge in the social sciences and elective time to be used to develop expertise in a specific area or field of service delivery is included.

A practicum is required during two semesters where the student will be placed in local public or private agency for an educationally directed experience of service delivery.

Social Service (Social Work) Technician		64 sem. hrs.
English	104	Written English3
	109	Technical Report Writing3
Health	100	Personal Health3
Speech Comm.	101	Fundamentals of Speech Communication3
Psychology	101	Introduction to Psychology3
Pol. Sci.	103	American Government3
History	108	U.S. History II3
Business	141	Business Mathematics3
Sociology	110	Introduction to Sociology3
	200	Social Problems3
Social Work	210	Introduction to Social Work3
Soc. Ser. Tech.	100	Social Service Technology I4
	101	Social Service Technology II4
	200	Social Service Technology III4
	201	Practicum 1-12
*Electives.....		7

Elective courses should be selected with advisor consultation to meet the career objectives of the student.

Social Service Technician

Minor B.A. and B.S. Degree		21 sem. hrs.
Sociology	200	Social Problems3
Soc. Ser. Tech.	100	Social Service Tech I4
	101	Social Service Tech II4
	200	Social Service Tech III4
	201	Practicum6

Courses of Instruction

Allied Health (Division of Allied Health)

100. Medical Terminology**three ho**

Designed to enable the student to recognize medical works from the Greek and Latin parts, to spell and pronounce medical words correctly and to use a medical dictionary intelligently.

101. Introduction to Health Care**one ho**

The health field: history, organization, current legislation. Health professions: roles and relationships, communication, group interaction. Factors of comprehensive health care, hospitals, extended care facilities. (Open to all FSC students as a free elective degree and certificate programs.)

199. Special Topics in Allied Health**one-twelve ho**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

Art (Division of Fine Arts)

140. Art Structure and Applied Design**three ho**

Introductory course in the principles of design applicable to various media and techniques used in studio problems.

141. Art Structure and Applied Design**three ho**

Further study of the principles of design, techniques and media with emphasis on the individual's creative development.

142. Drawing**three ho**

The development of technical skills in the use of various media for a fundamental knowledge stressing observation, memory training, and composition.

155. Theory of Art**two ho**

Aesthetics and its application to studio work, as well as the philosophy, psychology, components, sociology, history of art, and art criticism.

199. Special Topics in Art**one-twelve ho**

Studies in special selected topics. The topics to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

241. Drawing from Life**three ho**

Drawing from the posed model accompanied by analytical studies of anatomy.

142.

255. Art Appreciation**two ho**

Considers the social and historical backgrounds and modern developments in various art fields.

261. Painting**two-three ho**

Introductory course in painting, exploring various painting media and techniques. PR: 140, 141, 142 or instructor's consent.

262. Painting**two-three ho**

Continuation of 261 emphasizing individual creative developments. PR: 261 or consent of instructor.

278. Ancient and Medieval Art**three ho**

History of Art from Prehistoric times to 1400 A.D. An analysis of the various art expressions resulting from the philosophic, religious and sociological conditions.

30. **Practicum** six hours
Supervised on-the-job learning work experience with a cooperating business or industry. Employed in Commercial Design Graphics Program.
33. **Modeling and Sculpture** two-three hours
Introductory course using clay modeling, plaster, and metal sculpture.
34. **Modeling and Sculpture** two-three hours
Advanced work in various sculptural media: metal casting, carving, constructions, c. PR: 283 or consent of the instructor.
35. **Graphics** two-three hours
Introduction to various techniques in printmaking as an artistic expression. PR: 142 or consent of instructor.
36. **Elementary Art Education I** two hours
Experiences and theory designed to prepare students to teach art on the kindergarten-primary level. Directed experiences in two and three dimensional media such as drawing, painting, poster, sculpture, and design using various media.
37. **Elementary Art Education II** two hours
The theories, philosophy, and methods of teaching art in elementary school. Experiences supplemented—with references to the needs of students in teaching grades 5-8.
38. **Problems in Teaching Art I** two hours
The student will define what an art problem is, define the teachable aspects of art, examine what motivation is in art and in connection with particular art problems, and produce some art objects utilizing media and materials generally obtainable in and around most elementary schools.
39. **Problems in Teaching Art II** two hours
The student will define what an art problem on the secondary level is, examine how skill and success are related in studio art, utilize art historical example, examine how art and society are related, define what is teachable in art, and select specific art problems in conjunction with the particular age level and interests of secondary students.
40. **Painting in Oil** two-three hours
Development of individual expression in painting. PR: 262 or consent of instructor.
41. **Painting in Oil** two-three hours
Continuation of 361. PR: 361 or instructor's consent.
42. **Painting in Watercolor** two-three hours
Introductory course in the fundamentals and techniques of watercolor. PR: 140, 141, 2 or instructor's consent.
43. **Painting in Watercolor** two-three hours
Continuation of 363 emphasizing individual creative development. PR: 363 or consent of instructor.
44. **Italian and Northern Renaissance Art** three hours
History of painting, sculpture, architecture, and the minor arts in Italy, the Netherlands, Germany, Spain, France, and England from circa 1400 A.D. to the 19th century. PR: Art 255.
45. **Nineteenth Century and Contemporary Art** three hours
History of art from the 19th century to the present with an analysis of art movements. PR: Art 255.
46. **Ceramics** two-three hours
Introduction to basic ceramic techniques: hand construction, potters' wheel, glazing and kiln firing.
47. **Ceramics** two-three hours
Advanced work in ceramic sculpture, wheel thrown ceramics, glaze theory, kiln firing and kiln construction. PR: 383 or instructor's consent.

- 431. Methods and Materials in Teaching Art** two hours
Planning and application of problems for junior and senior high schools. Coordinated with the Education Department and the public schools. Designed for students who are practice teaching or for teachers in service. Taken during the Initial Performance Practicum.
- 461. Advanced Painting in Oil** two-three hours
PR: Art 362 or consent.
- 462. Advanced Painting in Oil** two-three hours
PR: Art 461 or consent.
- 463. Studio in Painting** two-three hours
The student is permitted to select the medium and then experimentally exploit the technical and creative possibilities that it permits. PR: Art 362.
- 464. Studio in Ceramics** two-three hours
The student is permitted to select the medium and then experimentally exploit the technical and creative possibilities that it permits. PR: Art 384.
- 465. Studio in Sculpture** two-three hours
The student is permitted to select the medium and then experimentally exploit the technical and creative possibilities that it permits.
- 467. Area Studies** one-four hours
- 468. Area Studies** one-four hours
- 469. Area Studies** one-four hours
A group of three courses intended to allow the student intensive or continued study in a particular area. These are elective courses and the consent of the instructor is required. A six-hour limit is imposed for each student. These courses are not eligible for substitution for required courses in the Art specialization.
- 470. Senior Exhibit** one hour
Required of every art major during his senior year: to organize a formal gallery exhibition of works selected from his college work.

Biology

(Division of Science and Mathematics)

- 101. Introduction to Biology** four hours
Introductory studies concerning the following areas: chemical and physical properties of the cell, genetics, and some attention given to ecological relationships. Three lectures and one two-hour laboratory per week. Not accepted toward fulfilling any biology degree requirements.
- 102. Introduction to Biology** four hours
A study of plants and animals emphasizing basic life functions and their interrelationships to a changing environment. Three lectures and one two-hour laboratory per week. Not accepted toward any Biology degree requirements.
- 103. Introduction to Environmental Biology** four hours
Introductory studies involving class discussions and laboratory or field work on the principles of environmental biology. Designed primarily for the student interested in the problems of environmental concerns, the inter-relations among organisms and their physical and chemical environments. Three lectures and one two-hour laboratory or field session per week.
- 150. Human Sexuality** three hours
The study of the various aspects of human reproduction. Anatomical, physiological, ecological and sociological areas of reproduction will be covered. It is designed as a general education course for all students. Biology 150 will not be accepted toward fulfilling specific requirements for any degree in biology.

- 8. Anatomy and Physiology** **three-four hours**
Examination of the architecture of cells, tissues, organs, and organ systems relationships which interact in the processes leading to the total function of the human being. This examination will include a detailed study of the digestive, respiratory, excretory, nervous, reproductive, and endocrine systems as well as the interactions. Three hours lecture and one 2-hour lab per week. The course is designed for the Allied Health Programs and will not count as an elective toward any Biology degree requirements. The three (3) hours option is open only to students in certain designated programs, who will not take the lab.
- 9. Special Topics in Biology** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 10. Ornithology** **three hours**
Lecture, field and laboratory studies on the anatomy, identification, migration, nesting and food habits of birds. Consideration is given to the economic, aesthetic and ecological significance. Two lectures and one two-hour field and/or laboratory periods per week.
- 11. Technical Microbiology** **four hours**
Designed for the Allied Health Programs to emphasize the history of microbiology, microbial morphology and structure; microbial growth and physiology; environmental effects on bacteria; inhibition and killing of bacteria; virulence, pathogenicity, and invasiveness of microbes; modes of disease transmission; resistance and immunity; and techniques of isolation, handling, culturing, identifying bacteria and the inhibition of bacteria. Safety, cleanliness, and responsibility are taught in the laboratory. Three lectures and one 2-hour lab per week. Biology 224 will not substitute for Biology 205 or vice versa.
- 12. Field Studies in Biology** **three hours**
A survey stressing the taxonomy, distribution and habits of representative forms of the area. Special emphasis on collection, identification, and preservation of some of the more representative forms. One hour lecture and/or 4 hours of laboratory and field work per week. PR: 101, 102, or 220, 230.
- 13. Bio-Photography** **two hours**
A course designed to familiarize students with the fundamentals of photography and its many applications in the field of biology, including photomicrography. Open to students who have an interest in both photography and biology. PR: 10 hours of Biology courses.
- 14. General Zoology** **four hours**
Introduction to the animal kingdom and to general principles applicable to Invertebrate and Vertebrate Zoology. Three lectures and one 2-hour laboratory per week.
- 15. Invertebrate Zoology** **four hours**
Two lectures and two two-hour laboratories each week. Facts and principles fundamental to an understanding of the invertebrate animals will be presented. This course is designed for Biology majors, minors and pre-professionals. PR: 219.
- 16. Vertebrate Zoology** **four hours**
Two lectures and two two-hour laboratories each week. Facts and principles fundamental to an understanding of vertebrate animals will be presented. PR: 219.
- 17. Microbiology** **four hours**
Three lectures and one two-hour laboratory each week. The techniques of isolating and identifying bacteria are considered. Attention is given to the several types of disease-producing microorganisms and methods of control. This is a general course designed to give the student an understanding of the importance of microorganisms in the life of man. PR: 230.

230. General Botany**four hours**

Two lectures and two two-hour laboratories each week. The first part of the semester is given to the study of the structures and functioning of the seed plant. The second part includes a survey of both lower and higher forms of plants with emphasis on reproductive structures. Basic to all other botany courses.

242. Bio-Ecology**three hours**

This course constitutes a study of the relationship of organisms to their environment. The edaphic, climatic, and biotic factors are given consideration. Human ecology and conservation are presented where pertinent. PR: 101, 102, or 220, 230.

250. Introduction to Entomology**three hours**

Two hours lecture and two (2) hours of lab and/or field work per week. Lectures, laboratory, and field studies on the anatomy, physiology, distribution, and identification of insects. Major emphasis will be placed on identification and economic importance.

285. Field Zoology**three hours**

Primarily for those who teach or intend to teach biology. This course aims to familiarize students with the animal life of the State in its natural surroundings and includes the collection, identification, and study of habits of the various forms found in this region. PR: 101, 102, or 220, 221. Offered only in summer.

290. Field Botany**three hours**

Designed primarily for those students who plan to teach. The various groups of plants are considered in the field and laboratory with emphasis on the seed plants. Some attention is given to ecology. PR: 101, 102 or 230 or consent of instructor. Offered only in summer.

310. Cell Biology**three hours**

An introductory course in cellular physiology emphasizing functions common to living forms of matter. The physical and chemical properties of protoplasm will be studied to show their relationship to structure, morphology, and development of cells and their significance in the life processes relating Form and Function. PR: Chemistry 101, 102 or Chemistry 105, 106.

340. The Plant Kingdom**three hours**

Two lectures and one two-hour laboratory each week. This course deals with the structural characteristics of the great plant groups through the Bryophytes. Their organization, development, and reproductive structures are considered in detail. Teaching materials are compiled and techniques are developed. There are field trips on occasion. PR: 230.

341. The Plant Kingdom**three hours**

Two lectures and one two-hour laboratory each week. Continuation of the Plant Kingdom, 340, but may be taken as an independent unit. This course covers the vascular plants including the ferns, gymnosperms, and angiosperms. PR: 230.

342. Mycology**four hours**

The course constitutes a study of the development, morphology and taxonomy of the fungi and familiarizes the student with the relation of fungi to human affairs. Two lectures and two two-hour laboratories weekly. PR: 230.

350. Comparative Anatomy of Vertebrates**four hours**

Two lectures and two two-hour laboratories each week. The anatomical similarities and differences among representative vertebrate animals will be given to evolutionary structural advancements. PR: 221.

360. Biochemistry**three hours**

A study of the general principles of biochemistry including the metabolism of carbohydrates, proteins, and fats. Biosynthetic pathways, enzymatic mechanisms, biological oxidation, and other aspects of the subject are considered. PR: Chemistry 305, 320, 230, 221, and 310. (Chemistry majors & minors by consent).

370. Plant Physiology**four hours**

Two lectures and two two-hour laboratories each week. All of the physiological processes of plants are considered; ascent of sap, transpiration, food and biochemical synthesis, respiration, translocation, and growth and development. PR: 230, 295.

- 380. Introduction to Genetics** **three hours**
Principles of inheritance; chemical nature, structure and function of genetic materials. Implications to population and human genetics. Two hours lecture and one two-hour laboratory per week. PR: 310, and 220 or 230 or consent.
- 381. Principles of Evolution** **three hours**
A study of the principles of organic evolution; physical, chemical and biological phenomena related to the understanding of the long term changing process of life. Two lectures and one two-hour laboratory per week. PR: 101, 102, or 220 or 230.
- 411. Histology** **four hours**
Two lectures and two two-hour laboratory periods each week. An analysis of the arrangement of fundamental animal tissues to differentiate between cell types and study their relationships to each other in the functioning organism. Also, this course will include histological technique to give the student an introduction to the preparation of animal tissues for study. PR: 221 or 350.
- 415. Hydrobiology** **four hours**
A study of the physical, chemical, and biological aspects of the various aquatic habitats. Emphasis is on the ecology of the various communities, with development of techniques in field ecology which may apply. Two lectures and two two-hour laboratory periods per week. PR: 210, 220, 230.
- 418. Plant Pathology** **three hours**
This course constitutes a study of the causal agents of plant diseases and their morphological and physiological effects upon the host. Consideration is also given to the control measures involved. Two lectures and one two-hour laboratory weekly. PR: 230 and 342 or consent of instructor.
- 420. Vertebrate Embryology** **four hours**
Two lectures and two two-hour laboratories each week. This course offers an introductory study of the developments of the vertebrates. Emphasis of study is chiefly upon the frog, chick, and pig. PR: 221 or 350.
- 430. Plant Taxonomy** **three hours**
Systematic survey of vascular plants with emphasis on family characteristics, identification, terminology, and general evolutionary relationships. Two lectures and one two-hour laboratory per week. PR: 341 or consent of instructor.
- 440. Plant Anatomy** **three hours**
Two lectures and one two-hour laboratory each week. Attention is given to the fundamental tissue organization of the higher plants. Development and differentiation of cell type and structures are considered as they relate to the functioning of the organism as a whole. PR: 230.
- 450. Comparative Physiology** **four hours**
A detailed study of the significance of the chemical properties of protoplasm in life processes including nutrition, respiration, circulation, excretion, nervous, reproduction and feed back mechanisms of control of synthesis, release, hyper and hypo conditions, chemical nature and effects of the secretions and synergistic interactions. Two lectures and two two-hour laboratory periods per week. PR: 310 and 350.
- 490. Seminar in Biology** **one hour**
All biology majors, in the B.S. program either in their junior or senior year, will meet for one hour each week, for one semester. Each student will participate at least once during the term by reviewing a pertinent topic of biological significance for his fellow participants. PR: 20 hours of biological courses and consent.
- 495. Problems in Biological Sciences** **two hours**
This course is designed for students who have interest in a specific problem in biology. It should not be used as a means of meeting requirements but rather as a research course that goes beyond the usual courses in developing the student. PR: 20 hours of biological courses and consent.

Business Administration (Division of Commerce)

102. Introduction to Business

three hours

A survey of the various fields of business designed to acquaint the student with the basic principles, practices, and employment opportunities of each field. The student is provided, early in his college training, with the information of and preparation for the advanced courses in business to aid in choosing his major studies. Limited to the two-year secretarial and clerical curricula, non-majors, and four-year Business Education students.

141. Business Mathematics

three hours

This course is designed to provide knowledge and skill in the computation of the practical problems of a business. The course content should form a sound basis for further study in the following areas: accounting, business finance, marketing, and related business subjects. Special emphasis will be directed to review of the basic arithmetic skills. Does not satisfy mathematics in General Requirements. Not open to students with credit for Math 205, unless fulfilling requirements for A.B. in Business Education. Not open to students with previous credit in Math.

199. Special Topics in Business

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

201. Principles of Accounting

three hours

Fundamental accounting theory and procedures: Organization of accounts, the accounting cycle, working papers and the preparation of financial and operating statements for individual proprietorships.

202. Principles of Accounting

three hours

The second semester of this course is a further study of the accounting process as applied to various business organizations. The two semesters of this course are designed to give students an adequate understanding in the recording, classifying and summarizing of business transactions in order to proceed with the interpretation and analysis of accounting data. This course is a basic course for (1) accounting majors, (2) majors in other areas of business administration, and (3) those whose major interest is in economics, political science, law or other professional areas. PR: 201.

203. Accounting Practicum

two hours

Consists of several independent learning units designed to provide job-entry skills as defined from a survey of typical employers. PR: Bus. 201 or equivalent.

205. Salesmanship

three hours

A study of techniques appropriate to personal selling, both retail and contact. Students are given opportunities to construct and give sales presentations.

300. Retailing

three hours

Presents an overview of retailing, including such areas as organizational structure, merchandising practices and procedures, promotional activities, store planning and layout, and control methods, thus providing technical and theoretical knowledge necessary for attaining middle management employment in this field.

301. Intermediate Accounting

three hours

Primarily the study of general financial accounting theory as it relates to balance sheet items. Included is a brief review of the accounting cycle and income recognition theory. Current tax regulations are considered where applicable. PR: Bus. 202.

302. Intermediate Accounting

three hours

A continuation of 301 to include the study of corporate ownership equity and the analysis and interpretation of accounting data. PR: Bus. 301.

304. Marketing

three hours

A study of those business activities that direct the flow of goods and services from producers to consumers. PR: Econ. 201, 202, or consent of instructor.

- 305. Small Business Management** **three hours**
 Designed to familiarize the student with the management function required to operate a small business. The problems and requirements for success are studied and the student learns how to succeed as an independent business entrepreneur.
- 306. Business Law** **three hours**
 A study of the nature and function of our legal system, courts, and procedure, including the law of contracts, agency, and partnership.
- 307. Business Law** **three hours**
 Continuation of 306. Substantive law of corporation, sales, secured transactions, commercial papers, and the legal basis of property as applied to business situations. Business 307 will not satisfy three hours requirement in the teaching fields in Business Education. PR: Bus. 306.
- 308. Personnel Management** **three hours**
 A study of the field of personnel management and industrial relations including its background, development, and modern practices.
- 309. Industrial Organization & Management** **three hours**
 The emphasis in this course is on the modern approach to the field of management. The theoretical and practical approaches are presented along with analytical techniques that are applicable in the various management and production areas.
- 310. Statistics** **three hours**
 The course includes computation of statistical measurements, methods of collecting and analyzing data, and the interpreting of results.
- 312. Retail Field Experience** **four hours**
 Students are placed in part-time retail occupations in carefully selected establishments consistent with their career objectives. The student has the opportunity to put theory into practice while developing competencies through on-the-job training. A total of 240 hours is required to be completed during four semesters.
- 314. Office Management** **two hours**
 The study of office management principles, analysis of office procedures, filing, transcribing, correspondence, reports, business machines, and forms. The application of personnel management techniques to office management, office organization, and office layouts. Not open to freshmen or students other than two and four year business education students.
- 320. Advertising** **three hours**
 A survey course of the social, psychological, and some technical aspects of advertising. For Business and Journalism students.
- 330. Advanced Accounting I** **three hours**
 Includes accounting for special situations: partnerships, installment and consignment sales, home office-branch relationships, consolidations, and fund accounting. Attention is focused on the current AICPA position relative to these special accounting situations. PR: Bus. 302.
- 331. Advanced Accounting II** **three hours**
 A continuation of Business 330; exploration of advanced accounting topics. PR: Bus. 330.
- 401. Business Finance** **three hours**
 This course is intended to give the student a background in the field of financial management with emphasis on the areas of cost of capital, cost of external capital, cost of retained earnings, and similar concepts. It will also include material investment decisions and financial decisions. PR: Bus. 201, 202.
- 404. Cost Accounting** **three hours**
 The relationship of cost accounting to the performance of management pursuit of company objectives is studied with four basic points of view in mind: (1) cost principle, (2) cost determination, (3) cost control, and (4) cost analysis. PR: Bus. 201, 202.

405. Auditing**three hours**

Duties and responsibilities of auditors, methods of verification of balance sheet and income and expense accounts with the applicable principles of internal control. Preparation of working papers, schedules, audit reports, and certificates. PR: Bus. 201, 202, 301, 302.

406. Federal Income Tax Accounting: Individual**three hours**

Preparation of income tax returns from the accounts of an individual; exclusions and inclusions for gross income, capital gains and losses, business expenses, and other deductions.

407. Federal Income Tax Accounting: Partnership and Corporation**three hours**

Continuation of 406, including preparation of income tax returns from accounts of partnerships, estates and trusts, and corporations. PR: Bus. 406. While previous accounting knowledge or experience will be helpful, no prior accounting training, knowledge, or experience is required.

408. Business Internship**three hours**

The internship places students in part-time jobs which will significantly broaden their understanding of accounting, marketing, or management. Interested students will be exposed to business problems, but outside the normal classroom environment. The nature of the student's work must require analytical problem solving, or other creative skills. An internship should require approximately 12-15 weeks. All interested students must first obtain a faculty member's written endorsement before being eligible for the internship. PR: 17 hours of Business and/or Economics.

409. Quantitative Management**three hours**

A study is made of the quantitative techniques which have been incorporated into the business environment in recent years.

410. Investments**three hours**

A study of the principles of investment procedures and practices to follow in investing money.

450. Practicum**three-twelve hours**

A work internship in one of the state departments where the student's work experience will be in the area of business. Earned hours may count as electives only for major and minor field requirements.

Business Education (Division of Commerce)

101. Beginning Typewriting**two hours**

A beginning course in the operational fundamentals of the typewriter. This course includes basic machine operations, development of speed and control, vertical and horizontal centering, simple tabulation, memorandums, personal business letters, announcements, simple manuscripts, rough drafts and proofreader's marks. Students who have had one year of typing instruction cannot obtain credit for this course.

102. Intermediate Typewriting**two hours**

This course includes the development of speed, control, and sustained typing, business letters, envelopes, tabulated reports, manuscripts, and simple business forms. PR: Bus. Ed. 101, consent of instructor or high school typing courses.

103. Records Management**two hours**

Designed to provide a foundation in the latest methods and systems of retrieving information and the management of a company-wide records system. Attention is also given to the equipment and supplies available for housing information. Actual practice is provided in alphabetic, subject, numeric and geographical filing systems.

199. Special Topics in Business Education**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

- 201. Beginning Shorthand** **four hours**
Beginning course in shorthand. Introduction of theory and brief forms of Gregg Diamond Jubilee Shorthand. Emphasis is on reading and writing of shorthand at 60 words per minute. Spelling, punctuation and sentence structure are stressed. Students with one or more years of high school shorthand and a grade of C or higher are not permitted to take this course for credit.
- 202. Intermediate Shorthand** **four hours**
Continuation of Bus. Ed. 201. Emphasis is on the writing of shorthand from dictation at a minimum of 80 words per minute. Spelling, punctuation and sentence structure are stressed. PR: 201 or Department Placement Test.
- 204. Secretarial Accounting** **three hours**
Designed to meet the needs of the terminal secretarial student. Training is provided in the fundamental accounting procedures that will be encountered by the secretary. The understanding and interpretation of accounting principles are developed.
- 211. Advanced Typewriting** **two hours**
The problems typed are in related project form and sample the papers prepared in executive, accounting, professional, and government offices. Emphasis is given to composing business communications and to developing decision-making ability. PR: Bus. Ed. 102.
- 212. Executive Typewriting** **two hours**
This course focuses primarily on the advanced typing problems that executive secretaries are expected to solve expertly. The problems start at a modest level of challenge and progress to those requiring high-level skill and decision-making. PR: Bus. Ed. 102, 211.
- 213. Legal Typewriting** **two hours**
The objective of this course is to establish the maximum typewriting rate and 100% accuracy required for a legal secretary. Emphasis will be placed on the typing of legal correspondence, legal papers, and court documents. PR: Bus. Ed. 102, 211.
- 214. Medical Typewriting** **two hours**
The objective of this course is to establish the maximum typewriting rate required for a medical secretary. Instructions will include preparations of medical reports, articles, and case histories. PR: Bus. Ed. 102, 211.
- 251. Business Communications** **two hours**
An analysis of the physical mechanics of the business letter. This course includes the writing of effective business letters in sales, collection letters, letters of application, telegrams, cablegrams, business reports, and post office services.
- 301. Advanced Shorthand and Transcription** **four hours**
Emphasis is on the writing of shorthand at a minimum of 100 words per minute and reproducing mailable transcripts. Spelling, punctuation, and sentence structure are stressed. A complete review of brief forms and derivatives is included. Sustained dictation and transcription of a departmental business vocabulary are emphasized. PR: Bus. Ed. 202 or 2 years of high school shorthand and departmental placement test.
- 302. Advanced Shorthand and Transcription** **four hours**
A continuation of Bus. Ed. 301. Emphasis is on dictation at a minimum of 120 words per minute and producing mailable transcripts. Sustained dictation and transcription of a vocational vocabulary are emphasized. PR: Bus. Ed. 301.
- 304. Advanced Medical Shorthand & Transcription** **four hours**
Designed to give additional practice in spelling and pronunciation of medical terms in addition to developing skill in medical shorthand outlines. Facility in medical dictation and transcription of letters, reports, and records will be emphasized. PR: Bus. Ed. 301.
- 307. Advanced Legal Shorthand & Transcription** **four hours**
Designed to give additional practice in spelling and pronunciation of legal terms in addition to developing skill in legal shorthand outlines. Facility in legal dictation and transcription of letters, reports, and records will be emphasized. PR: Bus. Ed. 301.

311. Office Machines**two hours**

An orientation and practice course for students in the Business or Business Education area. Approximately two-thirds of the course time is given to practice with adding-listing, rotary, electronic calculators, bookkeeping machines, and spirit and ink process duplicating machines.

314. Executive Dictation and Transcription**two hours**

A course which combines the skills of shorthand, typewriting, and English required in the process of producing typewritten transcripts. Practice is given on materials designed to fuse these primary skills in order to develop vocational stenographic competency. Transcription from pre-recorded dictation is also included.

315. Legal Dictation and Transcription**two hours**

The course objectives are to refine the students' ability to take and transcribe legal dictation and to transcribe from pre-recorded dictation. PR: Bus. Ed. 102, 211, 213.

316. Medical Dictation and Transcription**two hours**

The course objectives are to refine the students' ability to take and transcribe medical dictation and to transcribe from pre-recorded dictation. PR: Bus. Ed. 102, 211, 214.

317. Medical Machine Transcription**two hours**

The course objectives will be to enable the student to refine his ability to transcribe pre-recorded medical dictation and to further his medical vocabulary and knowledge of medical procedures. PR: Bus. Ed. 102, 211, 214.

351. Executive Office Administrative Management**three hours**

The objectives of this course are to familiarize the student with references necessary for this occupation and to provide challenging problems that will require the student to think, analyze, research, set priorities and schedules, and consult with outside authorities.

352. Directed Office Experience**two hours**

A practical course with actual experience in an office. A total of 140 hours of supervised office work experience is required; previous work experience will not be accepted. Business teacher education students are required 200 hours, for which 6 previously worked hours may be accepted. Students enrolled in this course should limit their class load for this semester to 16 hours. Two-year students should plan to take this course their last semester in college; the A.B. and B.S. majors should plan to take this course their junior year. PR: Bus. Ed. 211, 301, 351, 2.0 average in major, minor, and overall i.e. for all work attempted.

353. Legal Office Administrative Management**three hours**

The purpose of this course is to provide helpful background information concerning law theory and practice, an understanding of basic legal and office forms in a style that is universal, and general procedures. PR: Bus. Ed. 251, 213.

354. Legal Office Experience**two hours**

The feature of this course is supervised, on-the-job training in either a lawyer's office or in the legal department of a company. The minimum clock hours required will be 140. PR: Bus. Ed. 213, 301.

355. Medical Office Administrative Management**four hours**

This course acquaints the student with common types of office equipment, effective techniques of public relations, efficiency in processing paperwork, and assisting the physician in caring for patients. PR: Allied Health 100, Bus. Ed. 251, 214, 301.

356. Medical Office Experience**two hours**

The feature of this course is supervised on-the-job training in either a physician's office, hospital or clinic. The minimum clock hours required will be 140. PR: Bus. Ed. 214, 301.

431. Methods and Materials in Teaching Business Education**two hours**

A study is made of the latest methods, procedures, and techniques of teaching the skilled and nonskilled Business Education courses. Audio-visual aids and equipment available for the teaching of the subject will be discussed. To be taken as part of the Initial Performance Practicum.

Chemistry

(Division of Science and Mathematics)

- 101. General Chemistry** **four hours**
 Three lectures and one three-hour laboratory. A survey of traditional and modern Chemistry with emphasis on concepts and the role of Chemistry in modern life. For students who do not plan to take any courses beyond Chemistry 102. This course has no pre-requisites.
- 102. General Chemistry** **four hours**
 Three lectures and one three-hour laboratory. Continuation of Chemistry 101. PR: Chemistry 101.
- 103. Modern Chemistry** **four hours**
 Three lectures and one three-hour laboratory. This course is designed to provide background for those students who take Chemistry 101 and 102 and then decide to take additional chemistry. It comprises principles of chemical kinetics, equilibrium, electron-transfer processes, and theories of chemical bonding. PR: 102. Can be taken concurrently with 205 or 305.
- 105. Chemical Principles** **five hours**
 Three lectures and two three-hour laboratories. A study of inorganic and elementary physical chemistry based on modern chemical concepts, including Stoichiometry, Atomic and Molecular Structure, Periodic Properties, Phase Relations Solution Chemistry, Chemical Equilibrium and Kinetics, Electrochemistry, and Nuclear Chemistry. Qualitative Techniques and an introduction to computer programming is included in the laboratory. PR: One unit of high school chemistry.
- 106. Chemical Principles** **five hours**
 Three lectures and two three-hour laboratories. Continuation of Chemistry 105. PR: Chemistry 105.
- 199. Special Topics in Chemistry** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 205. Analytical Chemistry** **four hours**
 Two lectures and two three-hour laboratories. Classical methods of chemical analysis with emphasis on quantitative techniques. Also includes theory of acid-base, precipitation, and oxidation methods, molecular structure, and an introduction to electrochemistry. PR: Chemistry 106, or 103 concurrently.
- 206. Instrumental Analysis** **five hours**
 Three lectures and two three-hour laboratories. Theory of and practical experience in the use of modern chemical instrumentation. Includes Spectroscopic, Chromatographic, Electrochemical, and Radio-chemical methods. PR: Chemistry 205.
- 305. Organic Chemistry** **four-five hours**
 Three lectures and one or two three-hour laboratories. A systematic study of organic chemistry with emphasis on kinetic behavior, structural relationships, and reaction mechanisms. Includes the study of all major classes of organic compounds and functional groups. Chemistry majors and minors must take the 5 hour course; others may elect either the 4 or 5 hour course. PR: Chemistry 106, or 103 concurrently, or 102 and consent of instructor for four hours only.
- 306. Organic Chemistry** **four-five hours**
 Three lectures and one or two three-hour laboratories. Continuation of Chemistry 305. PR: Chemistry 305.
- 340. Physical Approach to Modern Chemistry** **three hours**
 Three hours lecture per week. A study of elementary physical chemistry embracing the concepts without the utilization of calculus. This course is designed to provide the background necessary to teach the new high school courses in chemistry, physics and physical science, and it also provides valuable background for biology and pre-professional students. PR or corequisite: Chemistry 205 or 305.

- 401. Independent Study and Research** **two hours**
Independent study and research under the direction of a faculty member. PR: Consent of Instructor.
- 402. Independent Study and Research** **two hours**
Independent study and research under the direction of a faculty member. PR: Consent of Instructor.
- 403. Independent Study and Research** **two hours**
Independent study and research under the direction of a faculty member. PR: Consent of Instructor.
- 405. Physical Chemistry** **four hours**
Three lectures and one three-hour laboratory. A rigorous study of Kinetics, Thermodynamics, Quantum Mechanics, Phase Equilibria, Electrochemistry, and Nuclear Chemistry. PR: Chemistry 206, Chemistry 305, Mathematics 315, and Physics 102.
- 406. Physical Chemistry** **four hours**
Three lectures and one three-hour laboratory. Continuation of Chemistry 405. PR: Chemistry 405.
- 440. Intermediate Organic Chemistry** **three hours**
Three lectures. An advanced study of organic reaction mechanisms. PR: Chemistry 306.
- 450. Intermediate Inorganic Chemistry** **three hours**
Three lectures. An advanced study of inorganic reactions, coordination compounds and theories based on quantum mechanical principles. PR: Chemistry 340 or 405.
- 460. Seminar** **one hour**
Each chemistry major should register for seminar one semester, preferably during his senior year. PR: Consent of Instructor.

Economics

(Division of Commerce)

- 199. Special Topics in Economics** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 200. Economics** **three hours**
The general education course in the field of economics. It is intended to introduce the student to the broad field of economics, including materials from both macro- and micro-economics. Primarily, the course instructs the student in how our economic system operates. Some attention is given to other economic systems. Not open to students with credit from Economics 201.
- 201. Economic Principles and Problems (For those meeting the requirement of six hours in Economics)** **three hours**
The course approaches the subject from the point of view of Macro-economics covering the nature and method of economics and describing how the capitalistic system functions. Further study is made of the business cycle, fiscal policy, monetary policy, gross national product, and similar concepts. Some time is devoted to the study of competing economic systems. Not open to students with credit for Econ. 200.
- 202. Economic Principles and Problems (For those meeting the requirement of six hours in Economics)** **three hours**
This course is devoted to Microeconomics. It follows the analysis of the firm and the decisions made by the managers of the firm. It includes the analysis of demand and supply and price and output determination. It is also concerned with the important problems in the field of economics: monopoly, agriculture, international trade, labor, economic development, and similar problems. PR: 201 or 200.

- 301. Intermediate Economic Analysis: Microeconomics** **three hours**
Consumer demand, the supply function, and market pricing with various degrees of competition oriented to the viewpoint of the individual firm and the industry of which the firm is a part are examined from a theoretical point of view. PR: 201, 202.
- 302. Intermediate Economic Analysis: Macroeconomics** **three hours**
National income, as a measure of economic activity, is descriptively and theoretically analyzed. Examination of theories of consumption and investment spending including monetary demand and supply are integrated with current economic problems to explain the level of employment and prices. PR: 201, 202.
- 303. Money, Credit, and Banking** **three hours**
An intensive study of money and credit principles with an analysis of their effects upon prices. History of banking. Banking principles and practices. PR: Economics 201, 202.
- 305. Economics of Labor** **three hours**
A review of labor history with emphasis on the aims and methods of labor organizations, the theories of wages, and the current trends in labor-management relations. PR: 201, 202.
- 307. Personal Finance** **three hours**
A study of the problems a consumer must face in his or her day-to-day buying and living. It includes a brief survey of budgets, life insurance, investments, managing personal finance, buying services, and other problems of the consumer. PR: 201, 202.
- 405. Economic Analysis** **three hours**
As well as giving the upper class student some advanced economic analysis, the course is designed to demonstrate the applicability of economic principles and theory to a wide range of important social issues. The student will be encouraged to use the tools of economic analysis to generate possible solutions to problems found not only in commerce but also in other areas of modern society. PR: 201, 202.
- 406. Guided Economic Study** **one-three hours**
Intensive reading, research, and study in current literature and documents in regard to a selected economic problem or group of problems. The field of study will be one in which the student has a special interest. All work will be done individually and the class will be conducted by conferences with each student. PR: 17 hours of Economics, Business, and Social Science courses.
- 450. Practicum** **three-twelve hours**
A work internship in one of the state departments where the student's work experience will be in the area of economics. Earned hours may count as electives only for major and minor field requirements.

Professional Education (Division of Education)

- 199. Special Topics in Education** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 200. Introduction to Education** **two hours**
An overview of the profession to provide the student with the information prerequisite for formulating a realistic career decision and a professional commitment to teaching. It is a prerequisite for Education 302. It is recommended that students take this course second semester of the freshman year. A laboratory experience in a school is required.
- 220. Areas of Exceptionality in Special Education** **three hours**
A guided survey of the areas of exceptionality in the field of Special Education (emotionally disturbed, physically handicapped, speech and language, visually impaired, hearing impaired, mentally retarded, gifted, and learning disabled), and the historical-philosophical and political-sociological foundations related to exceptional

children. The laboratory component of the course is designed to give experience in the areas of exceptionality through observation and limited participation in these areas.

221. Education of Exceptional Children **three hours**

A survey of Special Education designed to acquaint the student with the research, issues, assessment devices and classroom management techniques. The laboratory component highlights these aspects of Special Education.

250. Foundations of Education **two hours**

An analysis of the foundations of education with special emphasis on the historical, philosophical and sociological bases of American education. Attention is directed to the emergent nature of the system. Students should enroll in this course in their sophomore year. A laboratory experience is required.

300. The Reading Process **two hours**

Examines the components of reading with emphasis placed upon word attack skills, reading comprehension and factors which affect reading progress. Should be taken concurrently with Education 303 and 304 in junior year.

302. Human Growth and Development **three hours**

An analysis of human growth and development from birth through adolescence. The influence of heredity and environment on the development of personality and behavior and their implications. Observations of school age children are required. PR: Education 200, 250 and 58 or more semester hours with a C average.

303. Educational Psychology **three hours**

A representative survey of psychology emphasizing the examination of prominent learning theories as they relate to the teaching-learning act. Observations in the schools are required. PR: Education 200, 250, 302, Admission to Teacher Education and 76 or more semester hours.

304. Developmental Reading **two hours**

A study and application of teaching methods, materials and resources in the development of various reading skills. Should be taken concurrently with Education 300 and 303 in the junior year.

309. Early Education Curriculum **three hours**

Materials and methods integrating communication arts, social education, quantitative concepts, problem solving, scientific inquiry, movement and creative expression for the young child (age 3-5 years) in an educational setting. A laboratory experience is required.

311. Behavior Disorders **three hours**

An in-depth investigation of the field of behavior disorders. Emphasis is placed on characteristics, etiology, history, educational strategies, current research, auxiliary agencies and educational assessment of children who are emotionally disturbed. A laboratory experience assists students in synthesizing the course content. PR: Education 220 or consent of the division head.

310. Organization and Administration of Early Education **three hours**

Program design and management, school-parent-community relations and influences affecting early education programs in varied educational environments. A laboratory experience is required.

314. The Gifted and Talented **three hours**

A survey of the field of educational opportunities for the gifted and talented. Emphasis will be on characteristics of the children, identification and assessment techniques, current research and issues in the field, as well as educational strategies involving school personnel, parental, professional, and governmental agency involvement with the programs. PR: Education 220 or consent of the division head.

317. Specific Learning Disabilities **three hours**

An overview of the field of Specific Learning Disabilities. It analyzes the definition, characteristics and causes of specific learning disabilities. Emphasis is placed on learning development, specific legislation, programs, contemporary issues, and agencies relating to specific learning disabilities. A laboratory experience assists the student in synthesizing the content of the course. PR: Education 200 or consent of the division head.

- 320. Education of the Mentally Retarded** **three hours**
Analysis of the definition, characteristics, and causes of mental retardation. Emphasis is placed on learning and development, intelligence, specific legislation, programs and the various social agencies related to retardation. A laboratory experience is required.
- 321. Diagnosis, Prescription and Assessment Techniques** **three hours**
Diagnosis, prescriptive and assessment techniques used in teaching the mentally retarded. The prevention of and treatment for mental retardation is given attention. Alternative techniques of instruction are employed in the accompanying laboratory experiences.
- 322. Curricula Approaches, Materials and Methods for the Mentally Retarded** **three hours**
An investigation of curricular approaches, materials and methods utilized in reading, perception, speech and language, spelling and handwriting. The laboratory requires active participation in a classroom setting for the mentally retarded and examination of instructional materials.
- 402. Mathematics in the Elementary School** **two hours**
Emphasizes current materials and methods of instruction in elementary school mathematics and utilizes the psychological bases of mathematics learning to relate mathematics content to methodology and methodology to children. PR: Admission to the I.P.P.
- 403. Language Arts in the Elementary School** **two hours**
Examines current materials and methods of instruction in the elementary school with major emphasis upon creative utilization of available materials and techniques in listening, handwriting, spelling and composition. PR: Admission to the I.P.P.
- 404. Social Studies in the Elementary School** **two hours**
A study of the objectives, materials, organization and instructional techniques in the social studies appropriate to the elementary school program. PR: Admission to the I.P.P.
- 405. Corrective Reading** **two hours**
A basic course in the causes of reading difficulties, diagnostic procedures and prescriptive techniques with emphasis on corrective methods and materials. PR: Admission to I.P.P. and Education 300 and 304.
- 420. Student Teaching Experience (Elementary)** **six hours**
Full-time involvement in the teaching-learning act in a public elementary school setting. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.
- 421. Student Teaching Experience (Grades K-12)** **three hours**
Full-time involvement in the teaching-learning act in a public elementary school setting. Students will observe, participate and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.
- 422. Student Teaching Experience (Grades K-12)** **three hours**
Full-time involvement in the teaching-learning act in a public secondary school setting. Students will observe, participate and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.
- 424. Educational Technology** **three hours**
Through direct experiences in utilizing and producing the latest educational equipment/materials, students identify the need for utilizing media, the characteristics and special needs of students to be served by them, and the bases for selecting the material to achieve the planned objectives of instruction. PR: Education 302, 303 and/or consent of the Division Chairperson.

430. Reading Instruction in the Secondary Content Area**two hours**

Develops understanding of the reading skills essential to the content subjects and instructional techniques for extending reading skills in those areas. PR: Admission to the I.P.P.

432. Evaluation Techniques in the Secondary School**two hours**

Acquaints students with the basic principles and practices of student assessment through the use of standardized and teacher-made tests. Simple statistical treatments of both types of tests are included. PR: Admission to the I.P.P.

433. Instruction in the Secondary School**three hours**

Involves the student in planning and implementing effective instructional strategies, understanding principles of classroom management and control, and personalizing an approach to instruction for use in the student teaching experience. PR: Admission to the I.P.P.

440. Applied Practicum in Mental Retardation**three hours**

A field-research practicum involving the prospective teacher, through analogous and equivalent practice, in diagnosis and testing, remediation, curriculum design, instructional techniques, methodology and materials. Trends and issues are identified via action research, both in the field and laboratory.

450. Student Teaching Experience (Secondary)**six hours**

A full-time involvement in the teacher-learning act in a public secondary school setting. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional education courses in the I.P.P.

470. Student Teaching Experience in Mental Retardation**three hours**

A minimum four week full-time student teaching experience in an appropriate public school setting. The experience emphasizes application of essential concepts and skills in designing instructional approaches for the mentally retarded. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional education courses in the I.P.P.

Electronic Data Processing

(Division of Commerce)

100. Introduction to Electronic Data Processing**three hours**

Three hours lecture and discussion per week. This course will provide an introduction to the major and minor in Electronic Data Processing as well as a familiarization course for those students not continuing in the field. The course will cover the nature of data processing with Electronic Accounting Machines and EDP systems. Students will be introduced to the steps in data processing, computer hardware, programming languages and computer application. Skill in programming with the FORTRAN language will be developed. PR: none. Not open to students with credit in higher level EDP courses.

101. Punched Card Data Processing**two hours**

Two hours lecture per week; required lab periods are arranged. Punched card handling and Electronic Accounting Machine System operation. Instruction and practice in card-punching, sorting, collating, and report preparation. PR: none.

103. FORTRAN Programming I**four hours**

A continuation of FORTRAN IV through arrays, subscripting, subprograms, and disk file usage. Primary emphasis is placed on language competency and programming in the FORTRAN language with students preparing job decks for computer solution. Three hours lecture and two hours lab per week. PR: 100 or consent.

- 104. Introduction to COBOL Programming** **four hours**
 Three hours lecture and two hours lab per week. The introductory course for the major business programming language. Students will learn the COBOL language organization and be given practice in planning, writing, and processing COBOL programs. The COBOL language will require the development of a complete understanding of data, records, and files. PR: EDP 100 or consent of instructor.
- 105. Electronic Data Processing Consulting** **one hour**
 The student will provide program consulting for students enrolled in EDP 100, EDP 103 or EDP 104. The service will be performed in the keypunch room of the Computer Center for one three hour period each week of the semester. The service will be restricted to assistance with keypunch problems, and programming problems that involve JCL, language syntax or interpretation of error diagnostic messages. There will be regular weekly meetings with the instructor in charge to discuss problems. PR: EDP 103, 104 and consent.
- 199. Special Topics in Electronic Data Processing** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 201. Assembler Programming** **four hours**
 Three hours lecture and two hours lab per week. The development of understanding and skill in computer programming at the Assembler level. Students will become more familiar with the internal operation of the computer, computer language, and programming efficiency. Data processing jobs are planned, and processed using the Assembler language available on the computer system. PR: EDP 100, 103, 104 or consent of instructor.
- 203. FORTRAN Programming II** **four hours**
 Two hours lecture and two hours lab per week. Advanced course in programming and applications using the Fortran language. The student's knowledge and skills are developed to a level of sophistication that will allow immediate employment as a beginning programmer in the language. Course develops programming efficiency and advanced techniques. Time is devoted to programming and operations in the Computer Center. PR: EDP 103.
- 204. Advanced Programming** **four hours**
 Three hours lecture and two hours lab per week. Advanced course in programming and applications using the COBOL language. The student's knowledge of COBOL is developed to a level of sophistication in the language. Course develops programming efficiency and advanced techniques. Time is devoted to programming and operations in the Computer Center. PR: EDP 104.
- 205. PL-1 and RPG** **four hours**
 Three hours lecture and two hours lab per week. An introduction to procedural languages, PL-1 and RPG. The basic languages will be developed and provide the student an opportunity to process jobs in each language. PR: EDP 103, 104.
- 220. Business Systems** **three hours**
 The analysis and design of computered systems for handling the data processing requirements of a typical business. Topics discussed include information flow, data base design, systems integration, system security and controls. Various case studies are used to illustrate the analysis/design techniques. PR: EDP 103 or 104 or consent.
- 230. EDP Special Project** **four hours**
 The course may be taken during the summer or the last semester. Independent work will be required by the student with an area computer installation or in the college computer center. Practical application and experience with a data processing project for which the student will have total responsibility. The student and program director will agree on the nature of the project necessary to satisfy the requirement. PR: EDP 103, 204 or concurrent registration.

Emergency Medical Services (Division of Allied Health)

- 101. Techniques of Emergency Medical Services** **four hours**
The study of the techniques of emergency medical services including medical aid for trauma and illness victims, principles of auto extrication, rope work, and radio communications. Classes are conducted in both the classroom and in field experience. Medical block 44 clock hours, rescue rope work 24 clock hours, communication 24 clock hours for a total of 92 hours.
- 105. Specialized Rescue Techniques** **three hours**
Study of rescue systems with emphasis in extrication. Advanced training in auto extrication, rigging, knot tying, tunnel rescue, etc. Provide knowledge in rescue equipment, limitations of use and maintenance.
- 199. Special Topics in Emergency Medical Services** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 200. Advanced Emergency Care** **three hours**
A course devoted to the clinical phase of training. During this course the student will learn the application of various types of equipment.
- 201. EMS Practicum** **four hours**
In addition to clinical training, the student is instructed in the management of more specialized emergency situations, such as defibrillation, administration of intravenous fluids and drug therapy.

English (Division of Language and Literature)

- 104. Written English** **three hours**
Training in writing and speaking good English, including a short review of grammar, sentence structure, and punctuation; attention to the organization and development of thought, both in student compositions and in expository reading material; guidance in the use of reference books. Laboratory work will be required of those who do not meet certain minimum standards in English.
- 108. Advanced Written English** **three hours**
A continuation of English 104 which stresses rhetorical principles. One of the writing projects is a research paper. Laboratory work will be required of those who do not meet certain minimum standards in English. PR: English 104. English 108 is a prerequisite for all English courses numbered 200 or above.
- 109. Technical Report Writing** **three hours**
This is a course designed to provide practice in the writing of expository articles and reports of a technical nature. Considerable emphasis is placed on collecting scientific facts and organizing them in a prescribed technical form. Business letters, memoranda, and other types of written communication common to the industrial and business worlds are also stressed. PR: 104 and consent. Eng. 109 can be substituted for Eng. 108 in certain associate degree programs only.
- 199. Special Topics in English** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 207. Children's Literature** **three hours**
A survey of literature desirable for children; development of principles of selection and standards of evaluation; wide acquaintance with current books.
- 250. Survey of English Literature** **three hours**
A study of the mind and temper of the English people as seen in their literature from Beowulf up to and including the twentieth century.

- 260. Survey of American Literature** **three hours**
An historical study of the American mind as expressed in literature from colonial times to the present.
- 302. Narrative and Descriptive Writing** **three hours**
Practice in writing the simpler forms of fiction and personal narrative with descriptive detail.
- 309. Advanced Technical Communication** **three hours**
This course places special emphasis on the preparation and implementation of the extensive, formal report in business, industrial and public service organizations. As such it will feature an introduction and orientation to source materials for advanced technical research and presentation and it will also be concerned with the use of technical language with informed and uninformed audiences.
- 311. Literature of the Romantic Period** **three hours**
A concentrated study of the works of such writers as Burns, Wordsworth, Coleridge, Byron, Shelley, and Keats.
- 312. Literature of the Victorian Period** **three hours**
A concentrated study of the works of such writers as Tennyson, Browning, Rossetti, Arnold, Swinburne, Mill, Ruskin, and Carlyle.
- 315. Shakespeare** **three hours**
A study of representative histories, comedies, and tragedies.
- 318. Modern Drama** **three hours**
The study of modern dramas — Continental, British, and American—from Ibsen to the present time.
- 319. General Semantics** **three hours**
Study in that branch of linguistics concerned with the nature, structure, and meaning of words and with the role of language in human behavior.
- 321. Study of the English Language** **three hours**
Word history and analysis; diction; descriptive grammar and constructions; fundamentals of composition. Required of all prospective teachers of English; to be taken before I.P.P. Sophomores must have permission of instructor.
- 322. The Short Story** **three hours**
A critical study of this art form based upon the work of British, continental, and American authors.
- 341. Survey of World Literature** **three hours**
A study in translation of some of the great ancient and medieval writers from Homer through Dante.
- 342. Survey of World Literature** **three hours**
A continuation of 341 covering the period from the Renaissance to modern times.
- 343. The Current Scene in Literature** **three hours**
A course showing present-day attitudes as reflected in the work of American and continental writers.
- 346. The British Novel** **three hours**
An historical and critical study of significant British novels of the eighteenth, nineteenth, and twentieth centuries.
- 347. The American Novel** **three hours**
A course designed to trace the development of the American novel from the late eighteenth century to the present. Important American novels will be analyzed in a temporal sequence.
- 348. The Bible as Literature** **three hours**
A study of the literary types and content of *The Bible*.
- 350. American Prose** **three hours**
A survey of the crucial ideas and methods of major prose nonfiction writers in America who have sustained and stimulated American life. Included are such figures as Hemingway, Agee, Mailer, and Baldwin in this century and Thoreau, Mark Twain, Franklin, and Henry Adams from earlier eras.

351. Minority Literature**three hours**

Reflecting the diversity of cultural sources and forms in America, the ideas and methods of writers outside the main literary and social traditions are studied for their contribution to the development of the American experience. Minority writings include the efforts of Black, Latin, Indian and Asian spokesmen as well as the products of European ethnic groups such as Jewish and Irish writers.

352. Southern Literature**three hours**

A study of representative Southern authors and works from colonial times to the present, emphasizing the characteristically Southern themes and point of view. Included are such figures as Twain, Wolfe, Faulkner, Welty, Ransom, and O'Connor.

353. Eighteenth Century Literature**three hours**

A study of important British writers of the period, particularly Swift, Pope, Addison, and Johnson.

360. Major American Poets**three hours**

A study of leading American poets, particularly Poe, Emerson, Whitman, Dickinson, Frost, Pound, and Eliot.

371. Folk Literature**three hours**

A survey course whose chief emphasis is on the study of ballads; kindred material is also studied and collected—superstitions, hymns, riddles, stories, and songs.

372. The Art of the Motion Picture**three hours**

A course designed to trace the evolution of the motion picture from its most humble beginnings to its present sophisticated condition. Such aspects of the film as genre (the western, the horror film), techniques (sound, editing, photography), themes (forbidden knowledge, vengeance), and character types (cops, comics, crooks) will be considered. Although this course is intended for the serious student of the verbal and visual arts, it is also designed to accommodate (as an elective) any interested student who is an avid film goer and desires to improve his appreciation of the films he sees.

376. Civilization—A Personal View**three hours**

An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.

413. Expository Writing**three hours**

Study and practice of the various kinds of expository writing with special emphasis upon the skilled production of research papers.

420. Seventeenth Century Literature**three hours**

A study of important British writers of the period, including Donne and Herrick, and emphasizing Milton.

421. Chaucer**three hours**

A study of selected works by Chaucer which help to reveal the range and development of his thought and art. The emphasis will be on *The Canterbury Tales* and *Troilus and Criseyde*.

422. The British Drama**three hours**

The history of English dramatic literature from medieval to modern times.

423. Literary Criticism**three hours**

A study of past and present critical methods and of the theoretical assumptions upon which they are based.

431. Methods and Materials in Teaching English**two hours**

Study and practice in the techniques of teaching the fundamentals of grammar, mechanics, composition, and the varied types of literature; taken as part of the Initial Performance Practicum.

450. Honors Literature**one hour**

This course is intended for the superior student of literature, regardless of major. It consists of guided readings, weekly seminars, and an examination covering each semester's work. In order to graduate "with honors," a student must earn three hours of credit. PR: Permission of Honors Committee. Credit: One hour per semester. The maximum number of credits a student can earn in English 450 is 4 hours.

460. Independent Studies

one-four hours

Intensive study in the work of one or more significant authors. Subject area to be suggested by the student and approved by the instructor. If he so desires, the student may conduct an independent investigation in an area of interest to him and embody the results of his efforts in one or more research papers. PR: Consent of instructor.

Fire Protection/Safety Technology
(Division of Social Science)

192. Codes and Practices

three hours

A study of the general building codes recommended by the National Board of Fire Underwriters and a detailed study of the building codes of local communities. An analysis of building types and the economical use of materials selected for construction.

193. Fire Protection Organization

three hours

Dimensions of the fire problem, economic environmental, social, fire protection organization, management, communication, layout of facilities and methods of administration.

194. Fire Suppression

three hours

The examination of the chemical requirements for combustion, the chemistry of fuels and explosive mixtures and the study of the various methods of stopping combustion of fires. Analysis of the properties of materials affecting fire behavior.

196. Hydraulics and Water Supply

three hours

Design of water supply and distribution systems for fire protection. Laboratory experiences in operational and hydraulic problems.

199. Special Topics in Fire Science

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

204. Introduction to Public Administration

three hours

An introductory study of the origins, structures and processes of government administration.

291. Fire Prevention and Inspection

three hours

A study of all types of industrial processes requiring special fire protection treatment such as heating equipment, flammable liquids, gases and dusts. Emphasis on fundamental theories involved, inspection methods, determination of relative hazards, application of codes and standards and economics of installed protection systems.

292. Fire Tactics and Strategy

three hours

Organization of the fire attack team, the chain of command, manpower, equipment and water supply. Concepts of tactical operation, strategy, logistics and tactics.

293. Detection and Supression System

three hours

Study of heat, sensitivity, thermostats, fusible elements, fire detection systems, design and layouts, alarm systems, power sources, safeguards, municipal alarm systems, power sources, construction, installation and maintenance requirements. Automatic extinguishing systems design and layout of water, gas and power systems.

294. Safety Laws and Insurance

three hours

OSHA and other regulating codes and practices governing residential and industrial safety. Insurance programs and requirements, claims and adjustments.

296. Practicum in Fire Prevention

four hours

128 clock hours of laboratory and/or on the job experience with a fire service organization.

Foundations

101. Basic Communications Skills

two hour

Individualized instruction in building the fundamental skills necessary to effective writing, reading, listening, and speaking. Students demonstrating weaknesses in writing and/or reading will be encouraged to enroll in the course. Two hours of elective rather than general studies credit will be given. Grades will be assigned on the basis of credit or no credit.

105. Elementary Algebra

two hour

The following topics will receive attention in this course: Number Systems, Fundamental Laws of Algebra, Algebraic Operations, and Linear Equations in one and two Variables.

106. Elementary Plane Geometry and Trigonometry

two hour

The following topics will receive attention in this course: Introduction to Points, Lines and Planes in Rectangular Coordinate Systems; Analytical and Graphical Plane Geometry; and Analytical and Graphical Plane Trigonometry.

199. Special Topics in Foundations

one-twelve hour

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

French

(Division of Language and Literature)

101. Elementary French

three hour

Pronunciation, oral comprehension and speaking, reading and written drill and composition, elements of grammar. Laboratory.

102. Elementary French

three hour

Continuation of 101 completing the basic grammatical principles. One year of high school French is also considered as a satisfactory prerequisite for this course.

199. Special Topics in French

one-twelve hour

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

201. Second Year French

three hour

A course designed to reinforce and increase knowledge of vocabulary and grammar. The course consists of extensive and intensive reading, the review of grammar, and continued attention to pronunciation and speaking. Interesting reading materials such as short stories are emphasized. There is included the use of a language laboratory. PR: 101 and 102, or two years of high school French, or equivalent.

202. Second Year French

three hour

The continuation of French 201. PR: 201, or equivalent.

215. Outside Reading in French I

three hour

A supervised independent study course emphasizing practical reading comprehension based on reading material related to the student's interests. This course is equivalent to French 201. PR: Two years of high school French or its equivalent, and consent of instructor.

216. Outside Reading in French II

three hour

A continuation of 215. This course is equivalent to French 202. PR: 215 or its equivalent, and consent of instructor.

220. French Special Topics II

three hour

A diversified study of the daily life and environment of present-day France and French-speaking peoples, placed in relation to the language. Emphasis is on a realistic practical approach. Work is individualized to fit the language-level and interest of the student. PR: Consent of the instructor.

- 292. Pro-Seminar. Special Topics. First Option, Topic I.** **three hours**
This course is taken in a summer session at West Virginia University, with the Department of Foreign Languages, and has for its topic "France in Perspective." This is a study of French civilization and culture with emphasis as to content on the recent period, and as to approach on the use of the comparative method, comparing France, its culture and its contributions to that of other nations. This course is taken in conjunction with First Option, Topic II, described below. PR: Consent of instructor.
- 292. Pro-Seminar. Special Topics. First Option, Topic II** **three hours**
This course is taken in conjunction with First Option, Topic I, described above. It is taken in a summer session at West Virginia University, with the Department of Foreign Languages, and has for its topic "French Contemporary Literature." The period emphasized is that beginning about 1930. PR: Consent of instructor.
- 292. Pro-Seminar. Special Topics. Second Option** **six hours**
This course, which may be taken instead of the First Option described in the two courses above, is taken in the West Virginia University French Summer Program Overseas, at Cannes, France, on the French Riviera. It has for its topic "Conversation and Contemporary French Culture." At very reasonable costs, the student will be part of a group that will reside at a select sea resort 20 miles from the University of Nice and just 40 miles from Italy. The student will live at a private home for the duration of his stay, in housing assignments by pair, i.e., boys together or girls together, husband-wife, or mother-daughter. There will be visits to local teachers and classrooms on all levels of schooling, and also experiences with places of business, church, local movies, beach life, television programs, and so on. The course is completed in one summer session. PR: Consent of instructor.
- 301. Literature of the Seventeenth Century** **three hours**
Reading of the plays of Corneille, Racine, Moliere with outside reports from other classical writers. Comprehension, speaking, reading and writing all stressed. PR: Two years of college French or equivalent. Lab used.
- 310. Special Topics in French** **three hours**
Supervised independent study reflecting the student's needs and interests. By consent of instructor, may be substituted for any course except 411, including 312 if the topic selected includes material covering French civilization and culture. PR: Consent of instructor.
- 311. French Composition and Conversation I** **three hours**
Part of the group consisting of 311 and 312, which may be taken in any order. Writing, conversing, and aural comprehension, with extensive use of audio-visual aids. Emphasis on practical proficiency, grammar, vocabulary building, and phonetics. Language laboratory used. PR: 12 hours of French.
- 312. French Composition & Conversation II** **three hours**
Part of the group consisting of 311 and 312, as described under 311, with content consisting of French civilization and culture.
- 314. French Civilization and Culture** **three hours**
The content of the course consists of a study of the basic historical development and significant contributions of France, its outstanding figures, its geography, traditions, contemporary social patterns, legends, songs, and influence on the United States. The instructional method emphasizes French conversation and extensive use of tapes, slides, and motion pictures. PR: 12 hours of French or consent.
- 321. Contemporary Literature** **three hours**
Outstanding writers of the twentieth century, such as Gide, Proust, Mauriac, Giono, Camus, Valery. Emphasis is on reading comprehension. PR: 12 hours of French.
- 311. Advanced French Composition and Conversation** **three hours**
Writing, conversing, and aural comprehension on an advanced level with extensive use of audio-visual aids. Emphasis on a high level of practical proficiency, grammar, vocabulary, and pronunciation. PR: 18 hours of French, including one previous conversation course, and to be taken as late as possible in the sequence of courses.

420. Refresher Course in Conversational French**three hour**

For secondary teachers seeking renewal credit. Conversation, grammar, phonetics, pronunciation, vocabulary, writing, and listening comprehension. Individualized instruction relating to student's needs and goals. PR: Consent of instructor.

426. Main Currents of French Literature and Culture**three hour**

A coordinated study of French literature and culture from a thematic and unitar standpoint. The main and unique currents of French contribution to world civilization are distinguished. The period 1700-1900 is emphasized as exemplifying most of these currents in their complex modern forms, leading to the contemporary period taken up in French 321. PR: French 202.

431. Methods and Materials in Teaching French**two hour**

Study and practice in teaching French language and literature, grades 7-12.

435. Foreign Language Methodology for Secondary Teachers**three hour**

A course dealing with all facets of teaching the language skills, culture, and literature, as well as learning to operate medial equipment, including the language laboratory. Instruction on topics such as individualization with the self-contained classroom, the use of the traditional grammar text with an audio-lingual approach, the writing performance objectives for students and teachers, and new methods in foreign language teaching. Especially designed for secondary teachers seeking renewal credit. PR: Consent of the instructor.

Geography

(Division of Social Science)

199. Special Topics in Geography**one-twelve hour**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

210. Introduction to Geography**three hour**

An introduction to the physical and cultural elements of geography with a study of major geographical regions of the world.

305. Economic Geography**three hour**

A study of the production, consumption and exchange of goods by people throughout the world. Consideration is also given to spatial variations and influences of the natural environment and culture. PR: 210.

315. Urban Geography**three hour**

A study of urbanization process including origin, growth, function, spatial pattern, structure and hierarchical arrangement of urban centers, and urban problems, with special references to American cities.

330. Geography of North America**three hour**

A regional economic geography primarily of the United States and Canada from the standpoint of man's activities in relation to his natural surroundings and resources.

340. Geography of Europe**three hour**

A study of the important geographic concepts concerning man's activities in Europe and their importance to the United States and the rest of the world. A general overview will be made of Soviet European geography. PR: Geog. 210.

350. Geography of Latin America**three hour**

This course is a regional study of South America, Central America, Mexico, and the West Indies. PR: 210.

360. Geography of Africa**three hour**

A regional survey of the continent examining the great diversity that characterizes the area. Emphasis is placed on the complexity of the political pattern, the natural resources, economic development, and the physical setting.

370. Geography of Asia**three hours**

The study of Asia for the purpose of understanding the various Asian nations, their economic-geographic regions, major commodities, industry, commerce, and major problems. PR: 210.

399. Maps and Diagrams for Social Sciences**three hours**

A presentation of statistical data by different kinds of diagrams, such as bar, pie, ring, and block diagrams and graphs; also the preparation and understanding of maps.

Geology

(Division of Science and Mathematics)

101. General Geology**three hours**

Two lectures and one two-hour lab per week. This course covers the materials of the earth's crust and the physical and chemical processes operating in and on the earth.

102. General Geology**three hours**

A continuation of 101. Application of physical and chemical processes to interpret the history of the earth. Includes a survey of evolution and the fossil record.

199. Special Topics in Geology**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

German

(Division of Language and Literature)

101. First Year German**three hours**

The elements of German grammar; simple reading exercises, pronunciation; written assignments.

102. First Year German**three hours**

A continuation of the above course; special topics in grammar and greater emphasis on reading. PR: 101 or one unit of high school German.

199. Special Topics in German**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

201. Intermediate German**three hours**

Grammar review; composition; conversation; reading of fiction. The principal aim of the course is the reading of narrative of moderate difficulty. PR: German 102 or equivalent.

202. Intermediate German**three hours**

This course continues the work of German 201. PR: German 201 or equivalent.

210. Masterpieces of German Literature**three hours**

A course emphasizing reading and aural comprehension of a wide range of German poetry, fiction, and drama. May be substituted for German 201 or German 202, with permission of the instructor. Laboratory used. PR: 9 hours German, or permission of instructor.

230. German Special Topics II**three hours**

Individualized study according to the needs and aims of the student in areas such as nonfictional material, contemporary fiction, civilization and culture, scientific German, selected literary works, or a combination of these. May be substituted for German 201 or 202. PR: Consent of the instructor.

301. The German Novelle**three hours**

A study of the German Novelle as a literary form of the nineteenth and twentieth centuries, with attention also being given to the German cultural and social environment. Continued work in composition and conversation. PR: 12 hours, or permission of instructor.

302. German Drama and Lyric Poetry**three hours**

A study of selected German plays and lyric poems, with emphasis on the work of Goethe and Schiller. Continued work in composition and conversation, and aural comprehension. PR: 12 hours, or permission of instructor.

303. Special Topics**three hours**

A course of individual study under supervision in a topic and skill of special importance to the student, such as the reading of literary or scientific material, aural comprehension, or pronunciation. Laboratory work may be included. PR: 9 hours, or permission of instructor.

Health Education

(Division of Health, Physical Education,
Recreation, and Safety)

100. Personal Health**two hours**

Meaning and significance of physical, mental, social and environmental factors of health and safety as related to the individual and to society; important phases of national problems; leading causes of disease and deaths; health problems young people encounter with special emphasis on college students current needs.

150. Introduction to Health Science**two hours**

In-depth study of the several content areas relating to health, contemporary health problems, and reciprocal relationships involving man, disease, and the environment.

199. Special Topics in Health**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

200. Foundations of Health Education**two hours**

Historical, philosophical, sociological, and scientific foundations of Health Education as it relates to the present educational system and the changing society.

202. Community Health Problems (PRE: Biol. 101 and 102)**three hours**

Philosophy, organization, identification and function of federal, state, and local public health agencies, and their role in dealing with community health and safety problems is presented.

310. School Health Programs**three hours**

A comprehensive approach to the development of school health programs based upon the contemporary health needs and problems of students.

370. Contemporary Health Issues (PRE: Psy. 101 and Soc. 110)**three hours**

Identification, analysis and evaluation of our most critical health problems confronting society including drug abuse, addiction, human sexuality, cardiovascular disease, malignant neoplasm (cancer), and environmental health.

400. Health Education for the Elementary School**two hours**

Study of those specific areas of health relating to the needs of elementary school children.

410. Seminar in Public Health Education**four hours**

Presentation of the historical and philosophical development of public health agencies including governmental aspects, legal bases, organizational principles, personnel factors, and public relations. Periodic field trips are included during the second eight weeks.

- 412. Drug Use—Abuse—Addiction** **two hours**
 An interdisciplinary analysis of contemporary drug issues and problems, students will examine physiological, psychological, social, philosophical, historical, legal and health aspects of drug use, abuse, and addiction.
- 415. Human Sexuality** **two hours**
 Identification of the trends, issues, and content are analyzed to develop methods and materials in sex education.
- 425. Environmental Health** **two hours**
 Designed to acquaint the student with traditional causes and emerging problems related to man's knowledge and understanding of environmentally-induced diseases. A study of the man-environment relationships conducive to optimum health.
- 431. Methods and Materials for Health Education** **two hours**
 Development within each student of the interrelationships of curriculum planning methodology with the selection and use of teaching aids and materials. Special problems associated with health teaching discussed in relation with student needs at specific levels of development.
- 450. Field Practicum in Public Health** **four hours**
 Field practice in public health for one semester under supervision of public health professionals. Pass/Fail

History (Division of Social Science)

- 107. United States History I** **three hours**
 The Age of Discoveries to the Reconstruction Era.
- 108. United States History II** **three hours**
 The Reconstruction era to the present time.
- 111. History of Civilization I** **three hours**
 The earliest times to the beginning of the modern era.
- 112. History of Civilization II** **three hours**
 The beginning of the modern era to the contemporary period.
- 199. Special Topics in History** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 250. History of Technology** **three hours**
 A survey course from pre-historical tool-making to atomic energy and computers in the 20th century. Credit in history or Industrial-Technical Education.
- 302. West Virginia** **three hours**
 West Virginia history, government, and geography from the first settlements to the present time.
- 305. History of England** **three hours**
 From Roman Britain to the present day.
- 312. Diplomatic History of the United States** **three hours**
 The foreign relations of the United States and the development of basic American foreign policies from the colonial period to the present.
- 315. Colonial America** **three hours**
 The American colonies from their beginnings to the end of the Revolutionary War.
- 316. American Federal and National Period** **three hours**
 United States history from the Revolutionary War to the close of the Mexican War.
- 317. Civil War and Reconstruction** **three hours**
 The victory of the Federal Union over sectional division.
- 318. The Gilded Age to the Great Crash** **three hours**
 The United States from 1876 to 1929.

- 319. Recent America** **three hours**
America's emergence as a leading world power.
- 320. American Economic History** **three hours**
Economic development of the United States from the colonial period to the present.
- 325. Medieval Europe** **three hours**
Formative development in intellectual, social, economic, and political history from the fall of Rome.
- 326. American Constitutional History** **three hours**
The origins of the Constitution of 1787 and the role of leading jurists and landmark cases in shaping the American Constitutional traditions.
- 330. Early Modern Europe** **three hours**
From the Renaissance and Reformation to the Age of the French Revolution.
- 331. Revolutions in History** **three hours**
A study of revolutionary thought and action as a force in world history since ancient times. Major topics include the American and French Revolutions of the 18th century, the Chinese and Russian Revolutions of the early 20th century, and a sampling of more recent revolutionary movements in representative regions of the world.
- 340. Europe in the Nineteenth Century** **three hours**
Nationalism, imperialism, and industrial development before the First World War.
- 341. Recent Europe** **three hours**
Problems of readjustment in the twentieth century: the League of Nations, Fascism and Communism, the Second World War, the Cold War, the Common Market.
- 342. Diplomatic and Military History of Europe** **three hours**
The development of military and diplomatic techniques and foreign policies from the Middle Ages to the present day.
- 343. Urban History** **three hours**
An examination of the historical role of the city as a concentration of social energies, economic and technological activities, political ambitions, and creative impulses.
- 344. Heroes and Hero Worship: Great Leaders of the 20th Century** **three hours**
Selected political, military, and religious leaders of the twentieth century, using biographical and auto-biographical materials to analyze, compare, and contrast their role in recent and contemporary history.
- 352. History of Latin America** **three hours**
Conquest and colonial developments in South America from Columbus to Latin America's role in contemporary perspectives.
- 355. History of Africa** **three hours**
Survey of African history from the earliest time to the present with emphasis on the medieval, colonial, and modern periods.
- 371. Social and Intellectual History of the U.S.** **three hours**
Main currents of social and intellectual history of the U.S. from the colonial period to the present day.
- 373. Social History of the American Woman** **three hours**
An examination of women's changing roles and contributions to American society.
- 375. Philosophy of History** **three hours**
A survey of the philosophical systems, both speculative and analytical, that have been advanced to evaluate humanity's historical experience. Credit in either philosophy or history.
- 376. Civilization—A Personal View** **three hours**
An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.
- 380. Afro-American History and Culture** **three hours**
The Negro in American life to the Civil War.

- 381. Black Man in America** **three hours**
The history and culture of the Black Man in the United States from 1865 to the present. (Credit in history of sociology)
- 390. The Ecology of Man** **three hours**
A transdisciplinary study of man's relationship to the natural environment, including problems of technology and pollution; historical and philosophical origins of conservation; ecological ethics; and environmental planning.
- 410. Area Study** **one-twelve hours**
A study of a region of the world conducted on an interdisciplinary basis. The area and time span studied will be determined by the instructor. PR: Consent.
- 424. History of Asia I** **three hours**
Historical and cultural development of Asia to 1800.
- 425. History of Asia II** **three hours**
Impact of the West on Asian nations from 1800 to the present.
- 453. Russia** **three hours**
Development of the Russian people from the time of their appearance as a national entity, through the tsarist, imperial, revolutionary, and Soviet eras to the present.
- 455. ABC Powers of Latin America** **three hours**
An in-depth analysis and study of the three leading powers of Latin America—Argentina, Brazil, and Chile.

Home Economics

(Division of Technology)

- 101. Clothing Construction** **three hours**
Application of principles of clothing construction in relationship to selection of compatible fabric and design to produce garments for the individual; development of construction techniques using various fabrics.
- 102. Advanced Clothing Construction** **two hours**
Principles and practices involved in tailoring suits and coats comparable with ready wear.
- 103. Clothing Selection** **two hours**
Appropriate clothing for the individual, family, and selected groups; emphasis included art principles, fashion trends, history of costume, buying practice, and legislation of textiles and clothing.
- 110. Elementary Nutrition** **two hours**
A study of the basic principles of human nutrition to the selection of food for individuals throughout the life cycle under varying economic, social and cultural situations.
- 140. Introduction to Interior Decoration** **three hours**
A survey of different career possibilities in the field of interior design. The role of the decorator in furniture stores, department stores, decorator studios, and independent operations is developed.
- 199. Special Topics in Home Economics** **one-three hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free elective in degree and certificate programs.
- 201. Principles of Food Selection and Preparation** **three hours**
A study and application of food principles of food preparation including selection, marketing, nutritional value, storage, preservation, and meal service. The class meets or lecture two times a week with one two-and-one half hour lab period per week.
- 202. Advanced Foods** **two hours**
A continuation of Home Economics 201 with an emphasis placed on more advanced techniques in preparation of food. The theory and practice of preparing and serving family meals requires the management of time, energy, money.

- 210. Textiles** **three hours**
Production of fabric from source to end use; properties of textile fibers in relationship to performance and use, textile selection and maintenance for apparel and home furnishings.
- 219. Introduction to Food Service Industry** **two hours**
Describes different careers available in the food service industry, discusses training programs conducted by restaurants and other food services and includes tours of different types of food service available in the area.
- 220. Diet Therapy and Community Nutrition** **three hours**
This course discusses the nutritional needs of different age groups, the special nutritional requirements in various diseases and the planning of menus to meet these various nutritional needs. Includes both health care facilities and community feeding programs (including school lunch) under supervision of a registered dietitian or food service director.
- 221. Food Service Equipment** **two hours**
Selection of equipment, layout and design for quantity food preparation.
- 222. Food Sanitation and Safety** **three hours**
Federal, state and local regulations regarding sanitary and safety controls as they relate to food service; identification of sources of food-borne diseases and methods of prevention and control; principles of positive health, and personal hygiene, and safety involved in food handling; emphasis is placed on practical application in food service institutions.
- 223. Quantity Foods** **three hours**
Principles and techniques of quantity food preparation. Use of standardized recipe and institutional equipment.
- 224. Practicum I** **four hours**
Training in institutional Food Service in cafeteria or food service with supervision.
- 225. Practicum II** **four hours**
Training in institutional Food Service in cafeteria or food service with supervision.
- 226. Food Purchasing and Storage Costs** **three hours**
Principles of marketing, sanitation and storage of all food commodities for food service institutions.
- 227. Food and Beverage Merchandising** **three hours**
This course discusses catering for different types of social functions, dining room arrangement and service to gain customer satisfaction. It also deals with purchase specifications, management and quality as applied to tableware, furnishing, equipment and supplies.
- 228. Organization and Administration of Food Service** **three hours**
Principles and problems of organization and administration as related to food service. Labor regulations are included.
- 229. Food Management Seminar** **one hour**
Coordinates and reviews materials student has learned, discusses various food service management problems and solutions.
- 251. Applied Design** **two hours**
An extensive study of design in relation to the creation, selection, and arrangement of enrichment items in their homes and lives.
- 275. Practicum** **four hours**
Training in retail interior decorating service working under supervision.
- 299. Special Topics in Home Economics** **one-three hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

- 903. Nutrition** **three hours**
 A study of the principles of nutrition with application of planning adequate diets for normal individuals and family groups of varying cultural and economic levels. National and international problems of nutrition are included.
- 905. Nutrition in the Public School** **three hours**
 A study of the essential principles of nutrition for the teacher in public schools. Includes methods of teaching nutrition to children at different grade levels. The Federal school lunch program studied as an integral part of the school nutrition program.
- 910. Family Life** **three hours**
 A study of the changing American family and of interpersonal relationships between family members at each stage in the family life cycle. Special reference to mate selection, adjustments, crises and supports for families.
- 912. Consumer Education** **three hours**
 A study of the selection of consumer goods and factors affecting selection such as labeling, advertising, credit, contracts and consumer legislation, car, health and life insurance for family security, social security and wills.
- 915. Home Management** **three hours**
 A study of management process and its effect on the family. Decision making, economics, effective use of resources and the interaction of values, standards, and goals are considered for the family.
- 916. Household Equipment** **two hours**
 Structured to develop criteria for intelligent selection, use, care, and maintenance of equipment used in the home.
- 918. Management Problems** **two hours**
 Analysis and application of management principles. Common problems of families use of resources; management of relationship will be resolved by students through planned supervised experiences by observation or participation.
- 920. Home Planning and Furnishing** **three hours**
 Designed to help individuals analyze social, physical, economic and psychological needs which must be met by their housing. House plans and furnishings studied in relation to use, economy, beauty, and individuality.
- 928. Cognitive, Affective Development of Children** **three hours**
 Examines theory and research relevant to Cognitive and Affective development of children ages 3-5. Particular emphasis is placed on applying theory and research in planning curricula and instruction for young children. Laboratory experience is required.
- 930. Child Care and Development** **three hours**
 Examines theory and research relevant to cognitive-perceptual, language, socio-emotional and psychomotor development in early childhood. Particular emphasis is placed on becoming an objective observer of young children and in applying research and theory in interpreting behavior and planning for development and learning.
- 931. Adolescent Development** **two hours**
 Examines theory and research relative to physical growth, intellectual development, relationships with parents and peers and growth in self direction. Special attention given to the quest for identity and self-concept.
- 932. Child Development Problem** **one-three hours**
 Supervised experience in working with preschool children. Application of theory and research in planning program, materials, and guidance to enhance development and learning in all areas.
- 951. Home Arts** **three hours**
 A study of the principles of design. Basics of home and applied arts through the use of color, texture, and line. Articles constructed through the techniques of stichery, textile printing, and handicrafts.

371. Problems in Interior Design**one to four hours**

Provides an opportunity for the student to pursue directed, independent study in the areas of housing and design. The class will meet a double period twice a week for one half of semester. One hour per semester. This may be repeated in different areas of interest or problems in home furnishings for a maximum of 4 hours credit. PR: consent of instructor.

399. Special Topics in Home Economics**one-three hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

402. Tailoring**three hours**

Construction of a basic dress, suit, and accessories with emphasis on selection of fabric, fitting, and tailoring details. Consult instructor for prerequisites.

430. Methods in Vocational and Adult Education**two hours**

Methods and materials for the development of consumer homemaking programs occupational education, adult programs, and career education for secondary, post secondary and adult levels. Emphasis given to preparation of curriculum materials for the various programs, and the legislation involved in implementation.

431. Methods and Materials in Teaching Home Economics**two hours**

Required course for student teachers; the special methods for the subject area. Philosophy and goals of home economics, organization of teaching materials, and techniques, and curriculum planning. Selection of equipment and supplies to manage home economics department analyzed.

499. Special Topics in Home Economics**one-three hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

Human Services (Community College)

199. Special Topics in Human Services**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

Journalism (Division of Language and Literature)

199. Special Topics in Journalism**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

240. Reporting**three hours**

Comprehensive study of fundamental journalistic writing forms, styles and mechanics for both print and broadcast media, including school publications. Gives practical experience in basic writing styles used in scholastic, collegiate and professional mass media. Valuable as a test of writing ability and for making the student a more discerning media consumer. Open to second semester freshmen and above or to first semester freshmen with previous high school journalism experience or to those exempt from English 104 and/or 108 through CLEP. Required for journalism teaching specialization as well as non-teaching journalism minor. Offered both winter semesters. Three hours arranged lab required. (Enroll in both Journalism 240 and Journalism L240).

70. Communication in Society**two hours**

Survey of mass media in a democratic society and an introduction to mass media career opportunities and preparation. Open to all students. Of interest to those undecided about their careers, especially those with scholastic journalism experience. Required for journalism teaching specialization and non-teaching journalism minor. Offered during spring semester.

71. The Newspaper and Society**three hours**

Definitive study of responsibilities, laws and ethics in relation to the news media. Covers the social responsibility theory of the press as it evolved in this country and laws and ethics affecting news media and news media's effects on the law. Reinforces necessity for accuracy in the media. Offered only in summer.

72. History of American Journalism**three hours**

Comprehensive chronological presentation of the development of American mass media by showing relationship of the past with the events of today and delineating their impact on the American way of life. Examines the American press from the seventeenth century to date, freedom of the press and its present implications. Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered during fall semester usually in alternate years.

73. Publication Problems**three hours**

Practical approach to problems typical to anyone charged with producing a publication, particularly teachers who may supervise a student newspaper, yearbook, magazine, or handbook. Problems of staff organization, training, finance, format, ethics, publicity, and public relations. Three hour laboratory arranged. Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered usually during spring semester. PR: Journalism 240 and 343, or instructor's consent if 13 has not been completed.

74. Principles of Advertising**three hours**

Concerns the management, planning, creation and use of advertising in view of today's social attitudes, consumer trends, government controls, management pressures, and changes within the advertising structure. Taught by the commerce faculty for both business and journalism students. Required for the journalism teaching specialization. Journalism majors and minors, register for Journalism 320, not Business 320.

75. Advanced Reporting**three hours**

Advanced study and practical application of journalistic writing techniques with practicum on Fairmont newspapers. Emphasis on investigative reporting and in-depth feature writing with assignments for campus publications. PR: Grade of C or higher in Journalism 240.

76. News Photography**two hours**

Basic camera and developing techniques during four hours of lecture-laboratory one per week. Introduces photography as a means to document and a medium of expression. Camera, film supply, equipment and chemicals required. Taught with cooperation of technology division. Limited enrollment. Required for both the journalism teaching specialization and the non-teaching journalism minor.

77. Journalism Practice**two hours**

Practical writing experience on the college newspaper, yearbook, public relations, and sports information staffs or area broadcast outlets plus guided reading in the student's field of major journalistic interest. Minimum of three lab hours required weekly. Required for teaching specialization in journalism. Offered first semester during both fall and winter semesters on an arranged basis. PR: completion of Journalism 240 and/or 343 or consent of instructor.

78. Journalism Practice**two hours**

Continuation of Journalism 340. An elective for the journalism teaching specialization or the journalism minor, providing a variety of on campus journalistic opportunities in print and/or broadcast journalism depending on the individual student's interest and expertise. PR: Journalism 240 and/or 343 or instructor's consent.

343. Copy Editing and Makeup**three hour**

Intensive study of modern editing and makeup practices, copy-reading, proofreading, and headline writing principles. Production processes, photo-journalism selection and advertising are related to publication of newspapers, magazines, yearbooks, and other forms of print journalism. Provides application of techniques through practical experience on college publications. Three hours arranged lab required. (Enroll in both Journalism 343 and L343.) Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered usually during fall semester. PR Grade of C or higher in Journalism 240.

431. Methods and Materials in Teaching Journalism**two hour**

Part of the Initial Performance Practicum. Study and practice in techniques of teaching journalism and advising school publications. (Students may elect to take their special methods course in their other teaching specialization.)

Law Enforcement

(Division of Social Science)

100. Introduction to Law Enforcement**three hour**

Survey of law enforcement; the role, history, development and constitutional aspects of law enforcement and public safety. A review of agencies involved in the processes of the administration of criminal justice.

101. Police Operations**three hour**

Introduction to the police function as performed in American police department; the nature and responsibilities of the police function are discussed and evaluated; traditional procedures are questioned and improvements sought. Inter-relationships of various police divisions are also scrutinized.

102. Principles of Criminal Law**three hour**

Structure, definitions and interpretations of criminal statutes of particular interest. The scope, purpose, and definition of the criminal law in general, including the study of crimes against the person, property, and other offenses.

199. Special Topics in Law Enforcement**one-twelve hour**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

200. Criminalistics**three hour**

A course designed to give the student a basic knowledge of crime scene collection, preservation and identification of evidence, including proper search, fingerprinting, use of the crime lab and crime detection. The course will include the scientific fact finding approach in the collection of data.

201. Traffic Law Enforcement**three hour**

A study of the traffic control function as a part of the police role. Special attention to the functions and actual roles being played by various law enforcement agencies with emphasis upon the techniques of traffic law enforcement will be presented.

202. Police-Community Relations**three hour**

Law enforcement and the community, relation to schools, public education functions of law enforcement personnel, community attitudes.

204. Public and Police Administration**four hour**

Principles of administration and management of the police operation in its application to public safety needs of the community. Responsibilities and interrelationships of administrative and line-and-staff services.

205. Natural Resources Laws**three hour**

A study of the State Natural Resources Laws dealing with the objectives of the Department of Natural Resources, the meaning of these various laws and regulations and the authority granted officers in their enforcement.

- 06. Introduction to Corrections** **three hours**
A survey of the current correctional process in America which includes the origin and legal procedures of the present system and the effects of the system on the individual as well as on our society. Special emphasis is given to current theories of rehabilitation in the institution and in probation and parole. Emphasis is also given to the administration of the adult and juvenile institutions and the alternatives and future of the present system.
- 09. Firearms** **one hour**
The moral aspects, legal provisions, safety precautions, restrictions covering the use of firearms; nomenclature, and the firing of sidearm and shotgun. PR: L.E. Major or minor and instructor's consent.
- 11. Field Service Internship** **three hours**
A supervised work experience with an assigned law enforcement agency for purposes of increasing understanding of law enforcement administration and operation. Under agency and college supervision, students will be provided with the opportunity to apply academic education to agency operation.
- 12. Abnormal Behavior and Crisis Intervention** **three hours**
A study of the recognition and handling of abnormal persons with emphasis on those mental conditions most encountered by the criminal justice practitioner. Methods of crisis intervention, basic conflict management, and referral and diversion will also be discussed.
- 15. Business and Industrial Security** **three hours**
The role of security and the security industry in criminal justice; administrative, personnel, and physical aspects of the security field; loss prevention management in proprietary and governmental institutions, variations in physical security systems.
- 36. Criminal Investigation** **three hours**
Fundamentals of investigation; scientific aids; modus operandi; sources of information; interview and interrogation; follow-up and case preparation.
- 40. Adjudication Process** **three hours**
Role and structure of prosecution, public defense, and the courts; basic elements of the substantive criminal law; procedural law and its relation to constitutional guarantees.
- 46. Criminal Evidence and Procedures** **three hours**
Constitutional and procedural considerations affecting arrest, search and seizure, post-conviction treatment; origin, development, philosophy, constitutional basis of evidence, kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies; focus upon the case study approach.
- 55. Analysis of Correctional Operations** **three hours**
Problems of management of the correctional process; programming, security, information systems, reports, case management, evaluation progress; custody and discipline as they relate to rehabilitative efforts; community adjustment facilities; problems of probation and parole.

Library Science

(Division of Language and Literature)

- 01. How to Use a Library** **one hour**
Introductory course on how to use libraries and library materials, with emphasis on the Fairmont State College Library. Five three-hour sessions consisting of lecture, programmed texts, and audio-visual presentation. Open to all students.
- 20. Introduction to Library Science** **three hours**
A study of the historical development of libraries and their relationship to the community as a whole. Basic terminology and tools of the field are introduced. Resource people identify and define the tasks and competencies required of the library personnel.

199. Special Topics in Library Science

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

***200. Reference and Bibliography**

three hours

The study of basic reference sources. Evaluation, selection, use, literature searching and bibliographic compilation are stressed. PR: 120 or consent.

***210. Library materials for Adolescents**

three hours

A study of the philosophy, principles and criteria used in selecting materials for young people. Selection aids and professional tools are studied. Overall collection building and evaluation are emphasized. A wide variety of adolescent material is studied. PR: 120 or consent.

****302. Cataloging and Classification**

three hours

An introduction to the general principles of descriptive cataloging and entry work through a study of the Anglo-American Cataloging Rules. Construction of a call number is studied through use of the Dewey Decimal Classification and Cutter table. Sears subject headings are used to present the basic principles of subject analysis. The practical aspects of these processes are stressed through their application to book and non-book materials. PR: 120 or consent.

****304. Organization and Administration**

three hours

A study of the philosophy; objectives, and procedures involved in the functioning of libraries. Emphasis on planning the physical facility, equipment, standards, staff, budgeting, ordering, services, instruction, displays and public relations. PR: 120 or consent.

400. Library Practice

three hours

At least 100 hours of practical experience in a school, public, academic, or special library. For Bachelor of Arts in Education this course is taken concurrently with Education 420 or Education 450. PR for A.B. in Education: LS 120, 200, 210, 302, 304, Ed 207, Educ. 424. PR for B.A. and B.S.: LS 120, 200, 210, 214, 302, 304, Eng. 207, Ed 424.

Mathematics

(Division of Science and Mathematics)

101. Applied Technical Mathematics I

three hours

An introduction to fundamental mechanics and techniques for performing operations with algebraic expressions and subsequently solving linear equations, systems of linear equations, quadratic equations, radical equations and polynomial equations. This course cannot satisfy general studies requirements.

102. Applied Technical Mathematics II

three hours

A continuation of Math 101, this course is designed to develop methods of solving right triangles and oblique triangles using trigonometry. Other topics discussed will be complex numbers, progressions and the binomial theorem. This course cannot satisfy general studies requirements. PR: Math 101.

110. Mathematics for Elementary Teachers I

three hours

An introductory course in mathematical ideas. This course includes basic concepts of set theory, properties of operations and a logical development of the real number system and its subsystems. Understanding of the basic operations is stressed. This course cannot be used as math credit toward certification for teaching mathematics. Credit for this course does not count for general requirement in science and mathematics.

111. Intermediate Algebra

three hours

A course for students deficient in high school algebra. This course cannot be used as mathematics credit toward certification for teaching mathematics. Credit may be earned for either Math 111 or 101 but not both courses. PR: One unit of high school algebra.

- 112. Intermediate Mathematics I** **three hours**
 An introductory course of integrated algebra, trigonometry, and related topics, for students who have not had an equivalent course in high school. This course cannot be used as mathematics credit toward certification for teaching mathematics.
- 115. Intermediate Mathematics II** **four hours**
 An integrated course of the material traditional offered in College Algebra and Trigonometry, and related topics. For students who have not completed an equivalent course in high school. PR: 112 or equivalent.
- 116. Calculus I** **four hours**
 The simpler techniques of differentiation and integration for the elementary functions. Step functions and their integral, the exact area under a monotonic curve, the definite integral. Limit of a function, slope of a curve, tangents, instantaneous rates. Continuity algebra of limits, existence of limits, continuous functions. Derived functions, $D(u + v)$, Dcu , Duv , Du^n , differentiation of polynomials. Interpretation and applications of derivatives. Mean value theorem. Taylor's theorem, higher order derivatives, cut-off Taylor's series as approximations, convexity, constant acceleration, maxima and minima. Differentiation of rational functions, maxima and minima with side conditions. The antiderivative, differential equation $DF(x) = f(x)$, antiderivative formulas, fundamental theorem of calculus. Integration by parts, algebraic properties of integrals, applications, area, mean value of a function, falling bodies, work, volumes, moments. Antiderivatives, of negative powers, application, Theory of logarithms and general powers. Exponential functions. Tangent and normal, orthogonal curves, angle between two curves, circle and parabola. Arc length, polar coordinates. Derivatives and integrals of trigonometric functions. Periodic motion, simple harmonic motion. Inverse trigonometric functions. Numerical methods: trapezoidal rule, Simpson's rule, Newton's method. PR: 115 or equivalent.
- 99. Special Topics in Mathematics** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 100. Mathematical Logic** **three hours**
 Sentential and general theory of inference, theory of proof and definition, elementary intuitive set theory. PR: Math 116 or consent.
- 101. Mathematical Logic** **three hours**
 A continuation of Math 200. PR: Math 200.
- 105. Fundamental Concepts of Mathematics** **three hours**
 An introductory, survey, course in mathematics including elementary logic, set language, a discussion of various number systems, numeration systems, introductory number number theory, probability, and other related topics. This course will be offered each semester. Credit cannot be earned in both Math 205 and Math 110.
- 106. Introduction to the Theory of Numbers** **three hours**
 Prime Numbers; the unique factorization theorem; congruences; Diophantine equations; primitive roots; the quadratic reciprocity theorem. PR: Math 116 or consent.
- 10. Mathematics for Elementary Teachers II** **three hours**
 This course is intended to follow Math 110. Topics covered in the course include an introduction to logic, numeration systems including bases other than ten, properties of real numbers, finite mathematics, solution of equations and inequalities. Credit for the course does not count for general requirement in science and mathematics. PR: Math 110.
- 12. Sets, Relations and Functions** **three hours**
 Topics to be studied are those related to sets, relations and functions which are common to most upper division mathematics courses. This course is designed and highly recommended for students majoring or minoring in mathematics but may be used by other students to satisfy their general education requirement. The course will be offered during the winter semester of each year.

214. History of Mathematics**three hours**

A historical development of mathematical ideas beginning with the geometry and computational methods of antiquity and continuing through the calculus. PR: Math 115 or equivalent.

315. Calculus II**four hours**

A continuation of Math 116. PR: 116.

316. Calculus III**four hours**

A continuation of Math 315. PR: 315.

323. Mathematics for Elementary Teachers III**three hours**

This is the last of three courses intended to give prospective elementary teachers an adequate background and training in the concepts and skills of basic mathematics. A study of metric and non-metric geometry will be made, including both an informal and formal approach to proofs of elementary theorems. Credit for this course does not count for general requirement in science and mathematics. PR: Math 210.

335. Probability and Statistics**three hours**

Sample spaces, events as subsets, probability axioms, finite sample spaces and equiprobable measure as special case, binomial coefficients and counting techniques applied to probability problems, conditional probability, independent events. Bayes' formula. Random variable, probability functions, density and distribution functions: special distributions, independent random variables. Poisson and normal approximation to the binomial, some statistical applications. Estimation and sampling, point and interval estimates, hypothesis-testing, power of a test, regression. PR: Math 315 or consent.

336. Probability and Statistics**three hours**

Random variables and distributions, sequences of random variables, Markov chains, stochastic process. PR: Math 335.

342. Numerical Analysis**three hours**

Solution of equations. Functional iteration of equations, analysis of special methods such as the methods of false position and of Newton; iteration for systems of equations. Reduction to first order systems. Gaussian elimination and some iterative methods for inversion. PR: Math 315 and EDP 103 or consent.

361. Abstract Algebra**three hours**

Sets, relations, functions, operation, etc. Algebraic systems: integers, rationals, matrices, etc. Isomorphism and examples. Equivalence classes. Groups. Subgroups, cyclic groups, basic theorems Lagrange's theorem. Homomorphism, normal subgroup, quotient group. The isomorphism theorems. Rings, integers, matrices, polynomials, integral domains, fields, quotient field. Homomorphism, ideals, residue class ring. Unique factorization domains. Euclidean domains, integers, polynomials over a field. Division algorithm, highest common factor, unique factorization in Euclidean domain. PR: Math 116 or consent.

362. Linear Algebra**three hours**

Vector spaces abstractly defined. Linear dependence and independence. Bases and subspaces. Dimension of linear space. Linear mappings, kernel and image of a map. Rank of a map. Linear maps as a vector space. Composition of mappings and multiplication of matrices. Relation between linear mappings and systems of linear equations. Row reduced echelon matrix, invertible matrices, calculation of inverse. Linear inequalities and half spaces. PR: Math 316 or consent.

372. Modern Geometry**three hours**

The idea of convexity; separation of planes by lines, and of space by planes. Treatment of betweenness. Distance functions and angular measurement functions, and the postulates governing them. Metric definitions of congruence-relations, for segments, angles, and triangles. The parallel postulate. PR: Math 116 or consent.

373. Projective Geometry**three hours**

Extended Euclidean plane, elements of perspective, linear transformations in the axiomatic foundation, the complete four-point and complete four-line, conics, introduction of coordinates. PR: Consent.

- 75. Topology** **three hours**
 A study of sets, relations, functions, cardinal numbers and orderings. Topological spaces, including continuity, convergence, separation, compactness and connectedness. PR: Math 315.
- 91. Introduction to Analysis** **three hours**
 Real numbers, topology of the reals, infinite series, continuous functions, sequences and series of functions, differentiation, integration, power series. PR: Math 316.
- 93. Introduction to Foundations of Mathematics** **three hours**
 Continuation of 391. PR: Consent.
- 00. Seminar** **one-three hours**
 PR: Consent.
- 01. Differential Equations** **three hours**
 First-order and simple higher-order ordinary differential equations and their applications, linear differential equations with constant coefficients and their application, simultaneous differential equations and their applications, the numerical solution of differential equations, solution of differential equations by use of series. PR: Math 316.
- 11. Advanced Calculus** **three hours**
 Sets, relations and functions, composite and inverse functions, countable sets, ordered fields, sequences, operations with sequences nested intervals, Cauchy sequences, open and closed sets, limits and continuity, differentiation, integration. PR: Math 316 and consent.
- 13. Introduction to Complex Variables** **three hours**
 The algebra and geometry of complex numbers. Definitions and properties of elementary functions, e , $\sin x$, $\log z$. Analytic functions. Limits, derivatives, Cauchy-Riemann equations. Integration. Integrals, functions defined by integrals. Maximum modulus, Liouville's theorem, fundamental theorem of algebra. Series. Taylor and Laurent series. Uniform convergence, term-by-term differentiation, uniform convergence in general. Domain of convergence and classification of singularities. The residue theorem. PR: Math 315.
- 51. Methods and Materials in Teaching Mathematics** **two hours**
 This course is designed for senior education majors with a math teaching specialization of either grades 7-12 or 4-8. This course should be taken during the I.P.P., but may be taken earlier only with the consent of the instructor.

Medical Laboratory Technology

(Division of Allied Health)

- 1. Introduction to Medical Laboratory Technology** **three hours**
 Principles, practices and history of medical technology and relationship of the laboratory as part of the medical team are presented. Students will be oriented to medicine as a profession and the ethics involved. PR: Admission to the program.
- 2. Introduction to MLT** **three hours**
 Continuation of MLT 101 with emphasis on the practical aspects of medical technology. Through a combination of lecture and laboratory experience, students will be exposed to basic clinical laboratory techniques including: instrumentation, venipuncture and clinical microscopy. Two lab hours per week and two lecture hours per week. PR: MLT 101.
- 9. Special Topics in Medical Laboratory Technology** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 20. Clinical Serology Lecture** **one hour**
 Lectures dealing with antigen-antibody reactions, explanation of types and general principles of serologic tests including tests for syphilis, febrile agglutination, and latex fixation. PR: MLT 101 and 102.

- 201. Clinical Serology Practicum** one hour
Laboratory practice in the performance of serologic tests. Students will receive experience in tests utilizing serial dilution, agglutination reactions, and other methods of antigen-antibody testing. PR: MLT 101 and 102.
- 202. Clinical Biochemistry Lecture** five hours
Lectures explaining procedures utilized in the clinical chemistry laboratory. Principles, reactions, and diseases related to the various biochemical tests will be discussed. PR: MLT 101 and 102.
- 203. Clinical Biochemistry Practicum A (First Rotation)** two hours
Laboratory experience in the basic methods of chemical analysis and reagent preparation. Students will receive practice in manual as well as automated methodology. PR: MLT 101 and 102.
- 204. Clinical Biochemistry Practicum B (Second Rotation)** three hours
Continuation of Practicum A with emphasis on developing proficiency in the performance of the various chemical tests. PR: MLT 101 and 102.
- 205. Clinical Microbiology Lecture** three hours
Lectures in clinical bacteriology. Both pathogenic and non-pathogenic bacteria will be studied. Biochemical and serological methods will be discussed relative to the identification of various bacteria. PR: MLT 101 and 102.
- 206. Clinical Microbiology Practicum A (First Rotation)** one hour
Laboratory experience in basic microbiology procedures. Students will learn methods of handling specimens, preparing media, and performing various tests leading toward the identification of bacteria. PR: MLT 101 and 102.
- 207. Clinical Microbiology Practicum B (Second Rotation)** two hours
Continuation of Practicum A with greater emphasis on identification of various micro-organisms. PR: MLT 101 and 102.
- 208. Clinical Mycology and Parasitology** two hours
Students study the morphology, cultural characteristics and other methods of identifying mycobacteria, yeasts and parasites. PR: MLT 101 and 102.
- 209. Clinical Microscopy Practicum** two hours
Laboratory practice in the collection and performance of various urinalysis tests including microscopic examination of urinary sediment. Students also receive practice in the analysis of gastric contents and kidney stones. PR: MLT 101 and 102.
- 210. Clinical Hematology Lecture** four hours
Lectures in blood physiology and the principles of the various hematological tests used to measure the blood components. Material on coagulation is also included in the course. PR: MLT 101 and 102.
- 211. Clinical Hematology Practicum A (First Rotation)** two hours
Laboratory experience in evaluating blood smears, practice in manual and automated counting techniques and coagulation procedures. PR: MLT 101 and 102.
- 212. Clinical Hematology Practicum B (Second Rotation)** two hours
Continuation of Practicum A with emphasis on proficiency in reading blood smears. PR: MLT 101 and 102.
- 213. Immunohematology Lecture** three hours
Lectures explaining the immune process and the theory of blood banking. Students study the principles of Antigen-Antibody reactions dealing primarily with blood transfusions. Legal aspects of Blood Banking will also be included. PR: MLT 101 and 102.
- 214. Immunohematology Practicum A (First Rotation)** one hour
Laboratory experience in the techniques of blood banking. Students learn to type blood, crossmatch blood and prepare some blood components. PR: MLT 101 and 102.
- 215. Immunohematology Practicum B (Second Rotation)** two hours
Continuation of Practicum A with emphasis on donor history taking and donor bleeding. PR: MLT 101 and 102.

- 216. Seminar** **one hour**
 This course gives the student an opportunity to correlate the information in each of the clinical areas. PR: MLT 101 and 102.
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Medical Records Technology (Division of Allied Health)

- 105. Medical Records Science I** **four hours**
 Orientation to medical record science and functions of medical record department. Standards for accreditation of institutions; responsibilities of hospital administration, medical staff and auxiliary departments. Study of basic medical record, analysis assembly, numbering and filing system. PR: AH 100, Biol. 170, Admission to Program, AH 101.
- 106. Medical Records Science Directed Practice I** **two-four hours**
 Experience with assembling, numbering and filing of medical records. PR: AH 100, 101, Biol. 170.
- 199. Special Topics in Medical Records Science** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 205. Medical Records Science II** **four hours**
 Study of mechanical activities in the medical records department, record forms, record preservation and storage, indexes and registers, coding and indexing, statistics. Basic legal principles and their application in the health field. PR: MRS 105 and 106.
- 206. Medical Records Science Directed Practice II** **two-four hours**
 Practical experience in local health facilities in performing technical activities in the medical records department. Admission procedures, interviewing, assignment of patient medical charts numbers, preparation of indexes and registers. Discharge procedures, assembly and analysis of records, filing and storage procedures. PR: MRS 105, 106, 205.
- 207. Medical Records Science III** **four hours**
 Hospital statistics and research methods. Preparation of case studies and graphic presentation of medical data. Committee procedures and current legislation on health care. Diverse coding principles. PR: MRS 205, 206.
- 208. Medical Records Science Directed Practice III** **two-four hours**
 Preparation and transcription of various types of medical reports. Research techniques in preparing special study data. Statistics; daily census, computation, and presentation of monthly and annual reports, reporting vital statistics, completion of questionnaires. PR: MRS 205, 206, taken concurrently with MRS 207.
- 214. Medical Typewriting** **two hours**
 The objective of this course is to establish maximum typewriting rate as a medical secretary. Instruction will include preparation of medical reports, articles, and case histories. PR: Bus. Ed. 102, 211.
- 317. Medical Machine Transcription** **two hours**
 The course objectives will be to enable the student to refine his ability to transcribe pre-recorded medical dictation and to further his medical vocabulary and knowledge of medical procedures. PR: Bus. Ed. 102, 211, 214.
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Music

(Division of Fine Arts)

***Note:** All applied courses, Music 103, 303, 107, 307, 141, 341, including those applied courses on page 199 marked with an asterisk:

- a. Open to students with sufficient musical background to benefit from individual instruction in techniques of playing band and orchestral instruments. Acceptance of the student will be the prerogative of the instructor. See FSC Bulletin Music Supplement for applied requirements, recitals, and applied levels.
- b. One hour credit applied music courses require one-half hour lesson per week plus daily practice of one hour.
- c. Two hour credit applied music courses require two one-half hour lessons per week or one hour lesson per week plus two hours daily practice.
- d. Student desiring to take two hours for applied lessons must have the permission of their instructor. This permission is usually given only to upperclassmen.

101. Concerts, Recitals, and Seminars

No Credit

Pass or fail to be issued each semester. Scheduled campus concerts, recitals, seminars. Music majors and minors are required to attend 50 per cent of these programs each semester enrolled in college, except when practice teaching.

***103. Organ I-IV; 303. Organ I-IV (last four semesters)**

one-two hours

The program of study will be fitted to the individual needs of the student. Acceptance of the student will be the prerogative of the instructor.

105. Piano Class I-II

one hour

This course is designed for all students in beginning piano. This will be conducted as a class with each member being offered opportunity for participation. PR: For Piano Class II, Piano Class I.

***107. Piano I-IV; 307. Piano I-IV (last four semesters)**

one-two hours

See description under Music 103.

108. Beginning Theory (on demand)

two hours

This course is designed for beginning music students who need additional background in theory.

109. Theory, Comprehensive

four hours

This course is organized in five interacting streams of study to develop the skills necessary for the perception and understanding of music. These streams of study are comprised of formal and harmonic analysis, composition, ear training, keyboard harmony and singing. This study surveys the compositional techniques of the 18th and 19th centuries. A weekly lab of 5 minutes is required.

110. Theory, Comprehensive

four hours

A study designed to reinforce and expand concepts acquired in Theory 109, with emphasis in compositional study involving modulation and musical perception with and without score. Five minute laboratory. PR: 109.

139. Voice Class I (first semester); 339. Voice Class (second semester)

one hour

Course consists of a study of fundamentals of voice production: breathing, resonance, articulation, and style.

***141. Voice I-IV; 341. Voice I-IV (last four Semesters)**

one-two hour

Open to students who have sufficient musical background and vocal quality to merit individual instruction. The principles of proper vocal production are stressed with later emphasis upon solo repertoire in English, Italian, German, and French.

167. Collegiates I-IV; 367. Collegiates I-IV (last four semesters)

one hour

A select touring choir. PR: Audition.

169. Band I-IV; 369. Band I-IV (last four semesters) one hour

Open to all students who can play an instrument needed to keep a balanced organization. The program of procedure is designed to present study of band literature and administration through participation. Includes the marching band, concert band and wind symphony. PR: Audition.

170. Laboratory, Band and Orchestra No Credit

Required of students who can play an instrument needed to keep a balanced organization. This course provides review experiences in conducting and playing instruments at the beginning and intermediate levels.

172. College-Community Symphony Orchestra I-IV; 372. College-Community Symphony Orchestra I-IV (last four semesters) one hour

Open to all students and members of the community who can play an orchestral instrument needed to keep a balanced organization. The course is designed to present the study and performance of orchestral literature appropriate to the playing ability of its members. Audition or at the discretion of the director.

173. Symphonic Choir I-IV; 373. Symphonic Choir I-IV (last four semesters) one hour

Open to all students who can sing a part. This course is designed to present a study of choral literature and administration through participation. PR: Tryout.

174. Men's Varsity Glee Club I-IV; 374. Men's Varsity Glee Club I-IV (last four semesters) one hour

A performance group open to all men of the college community. Literature selected from various styles, including pop, show tunes, folk and religious. Performances for college and community functions. Non-audition. (Not to be used for major performance participation credit in any music degree program.)

Individual Instruction in Band and Orchestral Instruments:***177. Percussion I-IV; 377. Percussion I-IV (last four semesters) one-two hours****179. Saxophone I-IV; 379. Saxophone I-IV (last four semesters) one-two hours*****181. Flute I-IV; 381. Flute I-IV (last four semesters) one-two hours*****183. Clarinet I-IV; 383. Clarinet I-IV (last four semesters) one-two hours*****185. Oboe I-IV; 385. Oboe I-IV (last four semesters) one-two hours*****187. Bassoon I-IV; 387. Bassoon I-IV (last four semesters) one-two hours*****189. Trumpet or Cornet I-IV; 389. Trumpet or Cornet I-IV (last four semesters) one-two hours*****191. Baritone Horn I-IV; 391. Baritone Horn I-IV (last four semesters) one-two hours*****193. French Horn I-IV; 393. French Horn I-IV (last four semesters) one-two hours*****195. Trombone I-IV; 395. Trombone I-IV (last four semesters) one-two hours*****197. Tuba I-IV; 397. Tuba I-IV (last four semesters) one-two hours****199. Special Topics in Music one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

200. Violin I-IV; 300. Violin I-IV (last four semesters) one-two hours**201. Viola I-IV; 301. Viola I-IV (last four semesters) one-two hours*****202. Cello I-IV; 302. Cello I-IV (last four semesters) one-two hours*****204. Bass Violin I-IV; 304. Bass Violin I-IV (last four semesters) one-two hours****205. Music Appreciation two hours**

A general music course in appreciation. Music composers of the classical, romantic and modern periods are discussed, and compositions of these composers are heard through recordings.

206. Music Appreciation for Majors**three hours**

The history and literature of music, with emphasis placed on listening to recordings of great music and the study of musical style and form of the leading composers of the Renaissance, Baroque, Vienna Classic, Romantic, and Modern periods, for the purpose of developing greater depth in the discrimination and appreciation of music. Recommended for students enrolled in a music teaching field, subject specialization, or major. May be substituted for Music 205. Not open to students with credit for Music 205.

209. Theory, Comprehensive**four hours**

Continuation of Music 110 covering theoretical principles of the Baroque and Classical periods. Emphasis on contrapuntal forms and compositions of large formal structures. Five minute laboratory each week. PR: 110.

210. Theory, Comprehensive**four hours**

Continuation of Music 209 developing the skills necessary for the perception and understanding of music. Features theoretical principles of the Romantic and twentieth centuries. Five minute laboratory each week. PR: 209.

211. String Class I; 411. String Class II (last four semesters)**one hour**

This course is open to all students with sufficient background in music. A working knowledge of string instruments is attained through class instruction.

213. Brass Class I; 413. Brass Class II (last four semesters)**one hour**

This course is open to all students with sufficient background in music. A working knowledge of brass instruments is attained through class instruction.

215. Woodwind Class I; 415. Woodwind Class I (last four semesters)**one hour**

This course is open to all students with sufficient background in music. A working knowledge of woodwind instruments is attained through class instruction.

217. Percussion Class I; 417. Percussion Class II (last four semesters)**one hour**

Open to all students with sufficient background in music. A working knowledge of percussion instruments is attained through class instruction.

231. Elementary Music I (K-3)**three hours**

This course gives the student a background in music theory, terminology of music, rhythm, music reading, chord construction and use of the keyboard and classroom instruments needed by the classroom teacher. Methods activities and approaches of Orff, Kodaly, Manhattan Project, and others are emphasized for K-3. Two lecture hours and one laboratory hour per week. Required for all elementary teachers.

232. Elementary Music II (4-8)**three hours**

This course is a continuation of Music 231 and includes methods and procedures for carrying out the music program in the elementary grades 4-8. PR: 231.

245. Fundamentals of Conducting**two hours**

A course designed to teach and develop the basic skills of conducting. PR: 109.

247. Stage Band I-IV; 447. Stage Band I-IV (last four semesters)**one hour**

Open to advanced woodwind students. Includes various woodwind ensembles. PR: Audition.

275. Advanced Brass Ensemble I-IV; 475. Advanced Brass Ensemble I-IV (last four semesters)**one hour**

Open to advanced instrumental students. Designed to give students an opportunity to participate in small ensembles. Groups meet on a regular weekly rehearsal schedule under faculty direction. PR: Audition.

277. Advanced Vocal Ensemble I-IV; 477. Advanced Vocal Ensemble I-IV (last four semesters)**one hour**

Open to advanced vocal students. Designed to give students experience in small ensemble participation. Groups meet on a regular rehearsal schedule under faculty direction. PR: Audition.

- 279. Advanced Percussion Ensemble I-IV; 479. Advanced Percussion Ensemble I-IV (last four semesters)** **one hour**
Open to advanced percussion students and students with percussion experience. Designed to give students experience in small ensemble participation: Groups meet on a regular rehearsal schedule under faculty direction. PR: Audition.
- 309. Orchestration** **two hours**
Basic instrumentation and arranging for band and orchestra. PR: 210.
- 310. Counterpoint (on demand)** **two hours**
A study of the style and technique involved in the writing of 16th century polyphonic music. PR: 210.
- 311. Form and Analysis (on demand)** **two hours**
A study of form and the analysis of music as found in the literature from the 17th to the 20th century. PR: 209.
- 312. Composition (on demand)** **two hours**
This course is designed to teach, through the study of various types of music, a basic and accepted approach to creative composition. PR: 209.
- 315. Music History: Medieval and Renaissance** **two hours**
The development of musical styles in the medieval and renaissance eras. PR: Music 209, 206 and permission of instructor.
- 316. Music History: Baroque and Classic** **two hours**
The development of musical styles in the baroque and classic eras. PR: Music 209, 206 and permission of instructor.
- 317. Music History: Romantic and 20th Century** **two hours**
The development of musical styles in the 19th and 20th centuries. PR: Music 209, 206 and permission of instructor.
- 320. Techniques of Keyboard Accompanying** **one hour**
A course designed to acquaint advanced students of piano and organ with the techniques involved in playing accompaniments for performing groups and soloists. Regularly scheduled laboratory experiences in playing accompaniments for vocal and instrumental soloists and ensembles will be provided. This course may be substituted for applied piano. PR: Permission of instructor. Given on demand.
- 328. Elementary Music Methods and Material for Majors, K-6** **two hours**
Enables the student to communicate musical ideas through visual and oral approaches and to demonstrate a knowledge of the sources and ability to use quality materials, methods, and literature for comprehensive music program K-6. PR: 110, 139 and/or 141.
- 347. Advanced Conducting** **two hours**
The student will be able to conduct advanced musical groups using those conducting techniques required in Instrumental and Choral conducting. PR: 245.
- 376. Civilization—A Personal View** **three hours**
An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.
- 429. Instrumental Methods, Materials and Administration** **two hours**
Advanced and practical application of instrumental conducting techniques, methods, administration and materials used in teaching instrumental music in the secondary schools. PR: 209 and 245.
- 430. Choral Methods, Materials, and Administration** **two hours**
Advanced and practical application of choral conducting techniques, methods, administration, materials used in teaching choral music in the secondary schools. PR: 209 and 245.
- 431. Methods and Materials in Teaching Music, 7-12** **two hours**
Techniques, methods and materials used in teaching and administering general music classes and high school music major classes. To be taken during the Initial Performance Practicum.

- 432. Choral Workshop (on demand)** **two hours**
Offered to upgrade choral instructor's teaching techniques and administration. Includes experiences in conducting choral groups, interpretation, participating in choral rehearsals and performances, and the study of problems related to choral teaching and administration.
- 433. Instrumental Workshop (on demand)** **two hours**
Offered to upgrade instrumental teaching techniques and administration of instructors. Includes experiences in conducting instrumental groups, interpretation, participating in instrumental rehearsals and performances, and the study of problems related to instrumental teaching and administration.
- 434. Composition Workshop (on demand)** **two hours**
Study of the composition of choral and instrumental works. Experience of hearing works performed by live groups provided.
- 435. Music Production Workshop** **one-three hours**
A laboratory experience in music theater. Course culminates in a public presentation of opera or musical comedy. PR: Consent of instructor.
- 437. Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by the instructor. PR: Consent of instructor.
- 438. Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by the instructor. PR: Consent of instructor.
- 439. Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by the instructor. PR: Consent of instructor.
- 440. Senior Recital** **one hour**
(See FSC Music Bulletin Supplement). All music majors are required to present a senior recital or its equivalent before the faculty jury or public.
- 442. & 443. Theory Workshop (on demand)** **two-three hours**
Identification of suitable materials for the teaching of theory in the high schools as well as methodology and pedagogical procedures for theory instruction. May be repeated for additional credit-maximum 6 hours.
- 444. & 445. Elementary Workshop (on demand)** **two-three hours**
Identification of suitable materials for the teaching of elementary music as well as new and innovative methodology. May be repeated for additional credit-maximum 6 hours.

Nurse Anesthesia (Division of Allied Health)

- 199. Special Topics in Nurse Anesthesia** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 301. Ethics, Legal Aspects and Administration** **two hours**
Organization and administration of an anesthesia department, ethical conduct, and the legal status of the nurse anesthetist.
- 302. Professional Adjustments and Psychology of Anesthesia** **one hour**
Responsibility and obligation of the nurse anesthetist in relation to self, patient, physician, department, hospital, and school. To relate basic concepts of psychology to the unique problems encountered in anesthesia.
- 303. Pharmacology in Relation to Anesthesia I** **three hours**
A two-part course which includes: a study of the biochemorphology, pharmacodynamics and biological disposition of inhalational, local and intravenous anesthetics; the study of drugs considered accessory to anesthesia including autonomic agents;

narcotic analgesics, hyposedatives, skeletal muscle relaxants, analeptics and therapeutic agents which may alter the response of a patient to anesthesia, including psycho-pharmaceutical, cardiovascular drugs, hormones, antiepileptics, antihistamines, and chemotherapeutic agents.

304. Pharmacology in Relation to Anesthesia II **three hours**
(See content of NA 303)

305. Principles and Practices of Clinical Anesthesia I **two hours**
Relates didactic studies of anesthetic agents, equipment, procedures and techniques to the clinical administration of anesthesia.

306. Principles and Practices of Clinical Anesthesia II **two hours**
(See content of NA 305)

307. Orientation to Anesthesia **one hour**
Preparation by students to adjust to a new profession to new personalities and a unique environment. Study of the understanding of hospital and school policies, a familiarity with the physical plant and community and orientation to AANA policies and procedures.

308. Clinical Anesthesia Laboratory I **three hours**
Programmed supervised clinical training and experience where the student is assigned his own patients, organizes and administers anesthesia, follows his patients through their total hospitalization. This is under the direction of members of the Department of Anesthesiology at the clinical sites and the Nurse Anesthesia coordinator.

309. Clinical Anesthesia Laboratory II **three hours**
(See content of NA 308)

310. Clinical Anesthesia Laboratory III **two hours**
(See content of NA 308)

311. Chemistry & Physics in Relation to Anesthesia **three hours**
Study of the nature of and the physical principles governing the action of anesthetic agents and accessory drugs used in anesthesia. Also a study of the chemical and physical basis for explosions and their prevention.

312. Inhalation Therapy **two hours**
Theoretical and practical use of equipment and drugs, methods of administration, and emergency resuscitation procedures.

401. Clinical Anesthesia Laboratory IV **five hours**
(See content of NA 308)

402. Clinical Anesthesia Laboratory V **six hours**
(See content of NA 308)

403. Clinical Anesthesia Laboratory VI **five hours**
(See content of NA 308)

404. Anatomy & Physiology in Relation to Anesthesia I **two hours**
Anatomy & Physiology with an emphasis on the respiratory system.

405. Anatomy & Physiology in Relation to Anesthesia II **two hours**
Anatomy & Physiology with an emphasis on the nervous system.

406. Anatomy & Physiology in Relation to Anesthesia III **two hours**
Anatomy & Physiology with an emphasis on the cardio-vascular system.

407. Anatomy & Physiology in Relation to Anesthesia IV **two hours**
Anatomy & Physiology with an emphasis on the Renal, Hepatic, and Endocrine systems.

408. Physiology in Relation to Anesthesia **one hour**
Physiology with an emphasis on the excretory system.

409. History of Anesthesia **one hour**
Study of the historical development of anesthesia with reference to medicine as affecting anesthesia, anesthesia (discoveries), American Association of Nurse Anesthetists, and relating past to the present practices.

Nursing

(Division of Allied Health)

100. Introduction to Nursing one hour

Designed to introduce the student to the profession of nursing, his or her role as a student in health agencies as a student and as a graduate, legal aspects of nursing, professional organizations, and career possibilities in nursing. First semester.

101. Fundamentals of Nursing seven hours

The study of nursing care common to all patients and the scientific principles underlying that care are emphasized. Topics include: factors affecting health, nurses' role in relation to patient care, the use of problem-solving methods in planning care, development of basic interpersonal and technical skills, and beginning concepts relating to pharmacology. (4 hours lecture, 6 hours lab).

103. Medical-Surgical Nursing ten hours

This course is designed to help students develop an understanding of selected health problems of adults related to man's physiological needs, ways he copes with his environment and adapts to dependency needs as a result of illness. Selected laboratory experience in caring for hospitalized patients will enable the student to develop an understanding and acquire skill related to content being studied and the student's individual needs. (4 hours class and 12 hours of laboratory per week). PR: Nursing 101, Home Economics 110 and HPER 104 (Anatomy and Physiology).

199. Special Topics in Nursing one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

202. Medical-Surgical Nursing ten hours

This course, a continuation of Nursing 103, emphasizes complex health problems and man's emotional and psychological needs. Selected laboratory experience will include care of hospitalized patients and those in other community agencies. (4 hours class and 12 hours laboratory per week). PR: Nursing 203; Biology 205 or may be taken concurrently).

203. Psychiatric Nursing six hours

A study of the concepts of mental health and common problems of mental illness, with emphasis on nursing care to meet the needs of clients having a functional disorder. The course stresses interpersonal and group relationships, communication skills in interactions, appropriate response to behavioral symptoms, dynamics of behavior and common deviate behavior patterns, a therapeutic environment, current therapies and community mental health resources available to meet the emotional needs of the client and his family. (6 hours class and 12 hours laboratory)—(Off campus summer session). PR: Nursing 103, Psychology 101.

204. Trends in Nursing two hours

Concerned with the development of nursing as a profession and the rights and responsibilities of practitioners within the profession.

205. Maternity Nursing five hours

An introduction to the physiological, psychological, social changes related to the child-bearing process as it affects both the mother and the family unit. Emphasis is placed on the normal processes and then compared to the abnormal. Antepartal and postpartal experiences include visits to local Obstetricians' Offices and Family Planning Clinics. Experience in labor and delivery, immediate post-partal and infant care is provided in a hospital setting. Eight weeks. PR: Nursing 202.

206. Nursing of Children five hours

This course is designed to help the student gain a better awareness of the sequence of normal growth and development during the various stages of childhood. Congenital anomalies, health problems, disorders and illnesses of children in each stage of development from infancy through adolescence are considered. A family-centered approach to child care is emphasized. Special consideration is given to preventive and teaching aspects of concern to the patient and family. Selected clinical experiences in-

clude care of children in health facilities as well as other community agencies. Eight weeks. PR: Nursing 202.

Philosophy

(Division of Social Science)

- 199. Special Topics in Philosophy** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 200. Introduction to Philosophy** **three hours**
 A survey of the principal problems arising out of man's attempts to organize his experience and direct his existence.
- 250. The Western Philosophical Tradition** **three hours**
 A survey of the historical development of philosophical thought from ancient Greece to the twentieth century.
- 300. Introduction to Logic and Philosophical Analysis** **three hours**
 Problems and techniques of systematic thinking about philosophical ideas. Subjects include: epistemological theory, basic techniques of inductive and deductive reasoning, the nature and use of definitions, the identification of fallacies, and the effective use of factual, hypothetical, and theoretical statements.
- 325. Ethics** **three hours**
 A study and evaluation of classical and contemporary theories of what constitutes right and wrong, good and bad, inhuman conduct, with emphasis on the implications of these theories for resolving contemporary moral problems.
- 350. Comparative Religion** **three hours**
 Description and analysis of the philosophical systems underlying the major religions of the world.
- 375. Philosophy of History** **three hours**
 (Credit in either philosophy or European history.) A survey of the philosophical systems, both speculative and analytical, that have been advanced to evaluate humanity's historical experience.
- 400. Seminar** **three hours**
 Research and reading for advanced students.

Physical Education

(Division of Health, Physical Education, Recreation and Safety)

- 100. Basic Physical Education** **one-two hours**
 Analysis and application of the rules, boundaries, strategies, and psychomotor skills characteristic of a variety of sport forms. The one hour option allows those students in the B.S. and B.A. (non-teaching) degree programs to complete their one-hour General Studies requirements of "Any basic activity course."
- 121. Introductory Seminar in Education Sport** **two hours**
 Survey of knowledge, skills, values, and trends characteristic of sport and current professional endeavors. No pre-requisites.
- 126. Beginning Tennis** **one hour**
 Introduces the student to basic skills, rules, game situations, and team play.
- 199. Special Topics in Physical Education** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

- 211. Anatomy and Physiology** four hour
Basic knowledge of the structure and functions of the human body and the change that occur during physical activity and sport. PR: Biology 101-102.
- 212. Physiology of Exercise** three hour
Knowledge of basic physiological adaptations that accompany physical activity and sport. PR: PH. ED. 211.
- 222. Foundations of Education Sport** two hour
Historical, physiological, psychological and sociological aspects of sport and physical activity. PR: PH. ED. 121.
- 223. Evaluation of Instruction in Sport** three hour
Operations of the evaluative process as applied to the instruction of sport activities. Includes the formation of objectives, construction, and selection of tests, computation of statistical scores, and appraisal of total program effectiveness. PR: PH. ED. 222.
- 231. Games and Rhythms** two hour
Analysis and application of skills and movement patterns characteristic of sport lead-up games and the dance.
- 232. Basic Aquatics** two hour
Knowledge and aquatic skills that will allow the student to become proficient and safe in or on the water. PR: PH. ED. 121.
- 233. Advanced Aquatics-Lifesaving** two hour
Instruction of swimming strokes (basic and advanced), plus proficiency in lifesaving techniques. (Consent) PR: PH. ED. 211.
- 234. Field Sports I** two hour
Analysis and application of the rules, boundaries, strategies and psychomotor skill characteristic of the sport forms: archery, field hockey, touch football, speedball, soccer, track and field. PR: PH. ED. 231.
- 235. Court Sports I** two hour
Analysis and application of the rules, boundaries, strategies and psychomotor skill characteristics of the sport forms: basketball, badminton, handball, gymnastics, tennis, trampoline, volleyball, wrestling, and others. PR: PH. ED. 231.
- 236. Field Sports II** two hour
A continuation of Field Sports I. PR: PH. ED. 234.
- 237. Court Sports II** two hour
A continuation of Court Sports I. PR: PH. ED. 235.
- 245. Gymnastics** two hour
An introduction to the knowledges and skills specific to the competitive events of floor exercise, vaulting, parallel bars, rings, balance beam, side horse, high bar, and trampoline.
- 313. Mechanical Analysis of Sport** three hour
Basic knowledge of the laws and principles of mechanics employed in physical activities and sport. PR: PH. ED. 211.
- 318. Sport Social Psychology** three hour
Knowledge related to the social and psychological aspects of physical activity and sport. PR: Soc. 110, Psy. 101, PH. ED. 222.
- 324. Educational Sport** three hour
The philosophical, developmental and organizational factors essential for the modification of sport as an educational medium to aid learning. PR: PH. ED. 222, PH. ED. 223.
- 325. Educational Sport Laboratory** two hour
The application of teaching models and evaluative techniques to a sport environment to aid learning. PR: PH. ED. 324.
- 326. Early Psychomotor Development** two hour
This course includes an analysis of the growth, development, and maturation of cognitive, psychomotor and affective sport behaviors in children with special emphasis placed upon the structuring of early childhood experiences.

- 339. Teaching of Gymnastics** **three hours**
The student will be introduced to the knowledges and skills specific to the gymnastic events of floor exercise, vaulting, parallel and uneven parallel bars, balance beam, still rings, side horse, high bar, and trampoline. The laboratory experience will include assistance in the age group gymnastics classes in the Community College Program.
- 341. Adapted Physical Education** **three hours**
A study of contemporary methods and techniques in adapted and special physical education programs. Includes various characteristics and techniques related to instruction of physically, mentally, and socially handicapped. PR: PH. ED. 211, PH. ED. 212, PH. ED. 313.
- 342. Field Experience in Adapted Physical Education** **two-four hours**
Field experience in working with institutions and organizations which provide services to the handicapped. Variable credit depending upon the nature and duration of the field experience. PR: PH. ED. 341.
- 351. Principles of Sport Coaching** **three hours**
Psychological, philosophical, and technical aspects of coaching various competitive sport activities. Team taught by various members of the coaching staff, including men and women. PR: PH. ED. 211, PH. ED. 212.
- 352. Administration of Interscholastic Sports** **three hours**
Presents interscholastic sports as an integral part of the total education curriculum, emphasizing program planning, organization, and administration.
- 353. Field Experience in Sport Coaching** **two-four hours**
Field experience to include the participation of the student (as an intern coach) in either an intercollegiate or interscholastic sport program. Variable credit. PR: PH. ED. 351, PH. ED. 352.
- 354. Sports Officiating** **two hours**
Technical and theoretical aspects of officiating fall and winter sports and late winter and spring sports. PR: Consent of instructor.
- 365. Activities in Outdoor Education** **one-three hours**
Experience in outdoor education including backpacking, canoe-camping, rock climbing, and other activities. Each weekend will be spent at a different location to develop a variety of outdoor educational skills. Presented over a period of weekends.
- 366. Field Experience in Outdoor Education** **one-three hours**
Extended outdoor educational experiences including Appalachian Trail, river canoe-camping trips, and others. Offered for variable credit during holiday or summer periods when students have large blocks of time free. Variable credit according to length of experience. PR: PH. ED. 365.
- 371. Principles of Athletic Training** **three hours**
Basic competencies related to controlling and managing sport related injuries, including presentations of prevention and treatment of injuries frequent in a variety of sport activities. PR: PH. ED. 211, PH. ED. 212.
- 372. Field Experience in Athletic Training** **two-four hours**
Experiences in athletic training procedures and techniques with college and secondary school athletic teams. Variable credit dependent on the nature and duration of the intern experience. PR: PH. ED. 371.
- 381. Water Safety Instructors** **two hours**
Methods of instruction in lifesaving and water safety. Satisfactory completion qualifies student for the American Red Cross Instructors Certificate for teaching senior lifesaving.
- 382. Springboard Diving and Aquatic Games** **two hours**
Application and interpretation of the principles required to execute basic dives in each of the five positions. Presentation of skills in several aquatic games such as water polo—water basketball, and others.
- 391. Methods and Materials in Teaching Physical Education** **two hours**
Study and discussion of curriculum and methods of teaching physical education, emphasizing the materials and techniques of instruction appropriate for grades 7-12.

450. Advanced Sport**one hour**

Open to students with sufficient background in the techniques and methods of an indicated sport. Elective credit only, as this course cannot be used to fulfill the requirements in any degree program. Nor is credit to be awarded until the student has attained junior standing. Such credit can be received only once during academic career.

Physical Science

(Division of Science and Mathematics)

Physical Science is offered as a fulfillment of the General Education requirement and as an integral part of various science-oriented teaching fields.

100. Scientific Methodology**two hours**

One 1-hour lecture and one 2-hour laboratory per week. This course is a laboratory oriented course designed to emphasize the methods and processes which permeate all scientific disciplines. Students will be exposed to experiences in a variety of areas of the physical sciences. This course is required for all Secondary Education Major seeking to fulfill their General Studies Science requirement by taking six hours of Physical Science.

101. Astronomy**two hours**

A descriptive survey of the planet earth, the solar system, and the universe. Some of the latest findings and theories about our universe are presented.

102. Chemistry**two hours**

The study of the basic principles and concepts of chemistry. A study of the everyday applications of chemistry are made throughout the course.

103. Geology**two hours**

The study of the materials of the earth's crust and the geological processes in action on the earth. A study is also made of the evolutionary processes of the earth.

104. Physics**two hours**

A general survey course for the non-science major. Emphasis is placed on basic physics principles and their everyday applications rather than on mathematical problem solving.

105. History of Physical Science**two hours**

The study of the development of the physical sciences through the twentieth century. The major scientific revolutions within the physical sciences and their structure is investigated.

199. Special Topics in Physical Science**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

201. General Physical Science**three hours**

Two hours of lecture and one two-hour laboratory assignment. This course is designed to provide elementary education majors with basic concepts in astronomy and physics. *For Elementary Education majors only.*

202. General Physical Science**three hours**

Two hours of lecture and one two-hour laboratory assignment. This course is designed to provide the elementary education majors with the basic concepts of chemistry and geology. *For Elementary Education majors only.*

412. Science in the Elementary School**two hours**

This course is designed as a study of modern practices and techniques in the teaching of science. Students are to be guided in developing instructional units in such areas as the earth and its atmosphere, conservation, living things (plants and animals), energy changes (machines, light, sound, electricity, and magnetism) and outer space. PR: Biol. 101, 102 and 6-8 hours in the physical sciences. This course should be taken the semester prior to the I.P.P.

431. Methods and Materials in Teaching Science**two hours**

The course is designed for students preparing to teach science at the secondary school level. Students will investigate the nature of science and science teaching, develop instructional units, become familiar with science curriculum projects, and study the special instructional procedures related to science teaching. Offered only second semester of each year.

Physics**(Division of Science and Mathematics)****101. Introduction to Physics****four hours**

A three-hour laboratory period each week supplements the three lecture-recitation periods. Elementary principles of mechanics, sound, and heat are studied in this course.

102. Introduction to Physics**four hours**

A continuation of Physics 101; includes a study of electricity and magnetism, light, and basic atomic and nuclear physics PR: Physics 101.

199. Special Topics in Physics**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

201. Demonstrations in Physics**two hours**

Effective use of everyday materials to illustrate physical phenomena, experience with a variety of lecture equipment, and practice in planning and executing demonstrations describe the nature of this course. It is designed to serve teachers in both the elementary and secondary schools. PR: Consent of the instructor is sufficient, but a course in one of the physical sciences is highly recommended.

202. Astronomy**three hours**

A study of the physical properties of the solar system, stars, and galaxies, including the concepts of motion, space and time. Occasional night sessions. PR: Recommended: Physics 101.

310. Electricity and Electronics**four hours**

A review of elementary direct and alternating current theory and transient responses of electrical components. Basic theory of vacuum tubes, semiconductors, amplifier principles, and logic circuits is introduced. Two hours of laboratory and three hours of lecture each week is required. PR: Physics 101, 102.

320. Mechanics**three hours**

This course deals with vectors and simple vector coordinate systems, kinematics and dynamics of particle and rigid body motion, centroids and moments of inertia, conservation theorems, and scalar fields. This course also includes elementary hydrostatics, hydrodynamics, thermodynamics, and wave motion. PR: Physics 101, 102; Math 116; or consent of instructor.

321. Mechanics**three hours**

A continuation of 320.

340. Special Problems**two hours**

Individual studies by advanced students of problems of special interest in the field of physics. PR: Physics 101, 102, Math 116.

350. Mathematical Methods of Physics**three hours**

This course deals with the applications of vectors, vector algebra, vector analysis, differential calculus, integral calculus, and differential equations to problems in physics and related scientific fields. PR: Physics 101, 102; Math 115; or consent of instructor.

420. Introduction to Modern Physics**three hours**

A study of elementary relativity theory, particle-wave description of matter, electromagnetic radiation, Schrodinger wave equation with applications to atomic and nuclear physics. PR: Physics 101, 102; Math 116.

421. Introduction to Modern Physics**three hours**

A continuation of Physics 420.

Political Science

(Division of Social Science)

103. American Government**three hours**

A survey of the American political system dealing with the form and function of the American federal system.

199. Special Topics in Political Science**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

200. Introduction to Political Science**three hours**

A study of the fundamentals of politics and key issues; the concept of the state and its agent, government; types of political authority; the scope of governmental activities; the problem of world order.

201. Principles of International Relations**three hours**

A study designed to acquaint the student with the theory and practice of international relations.

203. Comparative Government**three hours**

A survey designed to give a broad general acquaintance with the political institutions and government practices of certain nations.

204. Introduction to Public Administration**three hours**

An introductory study of the origins, structures, and processes of government administration.

205. State and Local Government**three hours**

A study of the structure and function of American state and local governments.

206. Public Planning in Appalachia**three hours**

A study of federal-state relations, regional planning and development administration in West Virginia, the Appalachian Regional Commission, public program analysis and evaluation, and images and realities of public planning in West Virginia.

207. Public Budgeting and Government Finance**three hours**

A course analyzing the political, economic, and social aspects of budgeting with particular emphasis on the interrelatedness of each in West Virginia state and local government.

209. Special Topics**three hours**

A course allowing for an issue-oriented study of some germane matter in public administration that involves an extensive commitment to a single issue or policy area over the course of the semester.

240. Nonparametric Statistics**three hours**

Introduces the student to the fundamental principles of descriptive and inferential statistics with an emphasis on the analysis of nominal and ordinal data. These areas include nonparametric tests of significance, scaling, coding, and a discussion of hypothesis construction. This course should be taken during the Sophomore year. No prerequisites. (Credit in either Political Science or Sociology).

301. Comparative Public Administration**three hours**

Utilizing the techniques of comparative analysis, this course explores the theory and practice of public administration in various cultures and political systems; attention is centered on the practices of administration in American national, state, and local governmental settings.

303. Political Parties**three hours**A study of the origins, growth, and development of the American political parties.
PR: 103.

- 304. American Constitutional Government and Law** **three hours**
 A study of the development, interpretation and application of basic principles of constitutional law in the United States. The course will be concerned with the definition, extents, and limitations of governmental powers and rights of Americans. PR: 103.
- 305. American Political Theory** **three hours**
 A study of the political literature which has given expression to the ideas of individual liberty enjoyed by American citizens.
- 308. Public Personnel Administration** **three hours**
 An examination of public personnel administration with emphasis on such matters as the merit system, the historical development of the public service, staffing, training, classification, the rights and obligations of public employees, and the human relations aspects of public management.
- 310. Recent Political Theory** **three hours**
 An analysis of the development and theoretical foundations of three major ideologies of the nineteenth and twentieth centuries: Communism, Fascism, and Democracy.
- 321. U.S. Foreign Policy** **three hours**
 A study of U.S. foreign policy formulation and of policies by areas and functions. PR: 103.
- 350. International Organization** **three hours**
 A study of the structure and functions of international institutions and legal processes involved in the effort to maintain peace and security in the world.
- 360. Government and Politics of the Far East** **three hours**
 A study of political systems and developments in the countries of Communist and Nationalist China, South and North Korea, and Japan, with emphasis on Communist China, including such relevant aspects as the historical foundation, the economic problems, and the foreign policy of the state.
- 393. The Future of Man** **three hours**
 A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice.
- 404. Civil Liberties in the U.S.** **three hours**
 A study of the nature and substance of civil liberties in the United States. The philosophy underlying the Bill of Rights will be analyzed and the development of each of the great freedoms protected therein, such as free speech, free press, and free religion among others, will be described and discussed. Particular attention will be given to how the Supreme Court has interpreted and applied the guarantees contained within the Bill of Rights in specific instances. PR: Political Science 103.
- 406. International Problems** **three hours**
 The foreign policies of the nations and the machinery established and functioning for the peaceful adjustments of international differences.
- 410. Problems in American Government** **three hours**
 A study of current problems affecting the structure and function of American national government. PR: Consent of instructor.
- 411, 412, 413. Area Studies** **three hours**
 Studies of selected areas or regions of the world conducted on an interdisciplinary basis. The area selected and the time span studied will be determined by the instructor. PR: Consent of instructor if offered as an arranged class; no prerequisite required if class meets regularly.
- 450. Practicum** **three-twelve hours**
 A work internship in government or political agencies designed to give students pertinent experience in a particular field of political science.

470. Seminar in Political Science**three hours**

A survey of recent developments in the practice and theory of politics with an emphasis on independent study. PR: Consent of instructor.

Psychology
(Division of Social Science)
General Program

101. Introduction to Psychology I**three hours**

Topics include: Psychology as a science, statistics, learning, motivation, emotion, personality, and developmental psychology.

102. Introduction to Psychology II**three hours**

Topics include: physiology, sensation, perception, social, behavior pathology, cognitive processes, industrial, community, testing, and Psychology as a profession. PR: Psychology 101.

199. Special Topics in Psychology**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

210. Personal Adjustment**three hours**

A basic course in the analysis of human behavior. Special emphasis is given to the mechanisms of adjustment and the development of healthy individual adjustment modes. PR: Psychology 101.

220. History of Psychology**three hours**

Traces the development of the science of Psychology from its origins in philosophy, physiology, and medicine, to the modern era. PR: Psychology 101.

230. Social Psychology (Same as Sociology 305)**three hours**

A study of how man affects and is affected by other men. Topics include: Social psychological foundations of person perception, affiliation, influence, group structure and dynamics, attitude formation and change. PR: Psychology 101.

240. Statistics**four hours**

Elementary statistical description and analysis as employed particularly in the behavioral sciences. Three hours lecture, one hour laboratory per week. PR: Psychology 101.

250. Community Psychology**three hours**

Lectures, discussion, readings, and field-observation designed to acquaint the student with the philosophy, technique, and theory of community mental health. PR: Psychology 101.

260. Industrial and Personnel Psychology**three hours**

Psychological concepts and methods as applied to personnel management, human factors engineering; employee selection, motivation, training, productivity, consumer psychology, and human relations. PR: Psychology 101.

300. Abnormal**three hours**

A survey of the antecedents, diagnosis, treatment, and prevention, of various maladjustments and personality disturbances. PR: Psychology 101, 210, 240.

310. Experimental**three hours**

An introduction to the procedures of experimental research, design, and evaluation using principally laboratory techniques. Two hours lecture, two hours laboratory weekly. PR: Psychology 101, 102, 240.

320. Sensation and Perception**three hours**

An examination of the classical concepts in sensation and perception and of the resulting psycho-physical data for each of the major senses with an emphasis on vision and audition. Psychology and modern perceptual formulations are discussed through the analysis of empirical data. PR: Psychology 101, 102, 310.

- 0. Developmental** **three hours**
A longitudinal study of behavior change and development through the life-span of the human. Phases include prenatal to old age. Cross culture comparisons are made where possible. This course may not be substituted for or by Education 302 or 303 and some Economics 330. PR: Psychology 101, 102.
- 0. Operant Techniques and Applications** **three hours**
A detailed study of operant techniques and methodologies from the experimental laboratory to the community at large. Emphasis is placed on the development of skills in the observation, manipulation, and evaluation, of various behavior control techniques in the light of ethical concerns. PR: Psychology 101, 102, 310, or Consent of Instructor.
- 0. Physiological** **three hours**
Basic development, structure, and function of the central nervous system, autonomic nervous system, and endocrine system. The emphasis is upon the relation between physiological functioning and the behavior of the normal, intact, whole organism. PR: Psychology 101, 102 or Consent of Instructor.
- 0. Human Learning** **three hours**
The study of the influences on and the processes of thinking, memory, perception, cognition, and verbal behavior, are emphasized. PR: Psychology 101, 102, 310, or Consent of Instructor.
- 0. Theories of Learning** **three hours**
A study of the experimental procedures, data, and concepts, dealing with changes in behavior usually defined as learning. The emphasis is on a detailed analysis of various theories of learning and contemporary approaches. PR: Psychology 101, 102, 310.
- 0. Foundations of Psychology** **three hours**
A detailed study of the methodological and philosophical issues involved in the analysis of behavior. Such topics as operationalism, formalism, reductionism, logical analysis and the nature of data in the behavioral sciences are introduced and related research in the various areas of psychological interest. The objectives are to provide insight into the nature of scientific research, to foster the ability to construct empirical hypotheses, to develop facility in designing experimental tests of hypotheses, to promote effective reading and evaluation of psychological journals, and to encourage writing and speaking about theory and experimentation. PR: Psychology 101, 102, 310.
- 3. The Future of Man** **three hours**
A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice.
- 0. Psychological Assessment** **three hours**
General theory of measurement as involved in various areas of psychology such as psychological tests, attitude scales, psychophysics, and quantified behavior theory. PR: Psychology 240 or Consent of Instructor.
- 0. Theories of Personality** **three hours**
Critical consideration of the major theories of personality, including Freudian, neo-Freudian, learning and trait theories. The basis of personality theory development will be emphasized. PR: Psychology 101, 102, 300.
- 0. Comparative-Ethological Psychology** **three hours**
A study and comparison of the methods and major theories in ethology and psychology as related to the behavior of species at different phylogenetic levels. Through lectures, laboratory, and field observations, topics covered are behavior as related to species, speciation and evolution; imprinting, learning, the place of animal experimentation in psychology, and aspects related to population and ecology. PR: Psychology 101, 102, 310, or Consent of Instructor.
- 4). Seminar** **three hours**
The discussion of specific research topics as reported in the contemporary psychological literature and decided upon by the faculty instructor. Rotated among faculty each semester. Results from individual research projects are an object of this course. PR: Consent of Instructor. May be repeated once.

480. Directed Studies

variable credit

one, two, three hours

Intensive study and reading of a topic selected by the student and instructor. Requirements and hours credit decided before registration through instructor-student consultation. PR: Consent of Instructor. (Six hour limit.)

490. Directed Research

variable credit

one, two, three hours

Opportunity for work on individual library or experimental projects. Requirements including a thesis, and hours credit decided before registration through instructor-student consultation. PR: Consent of Instructor. (Six hour limit.)

Industrial-Personnel Program**481. Industrial Psychology, Methods I**

three hours

Skills and understanding are developed in the areas of job analysis, performance appraisal, training, motivation, attitudes, job satisfaction, productivity, and consumer psychology. Some field work required. PR: 101, 102, 230, 240, 260, 310, 360, or Consent of Instructor.

483. Industrial Psychology Methods II

three hours

Skills and understanding are developed in the areas of: leadership, supervision, communication, organizational behavior, accidents and safety, fatigue, monotony, working conditions, and engineering psychology. Some field work required. PR: 400 or Consent of Instructor.

485. Advanced Psychometrics

three hours

Topics concerned with personnel selection and placement, as well as a more advanced treatment of reliability and validity. Skills in these areas are developed. PR: 400 and Consent of Instructor.

487. Practicum I

three hours

489. Practicum II

three hours

These Practica afford an application of knowledge and techniques developed with the Industrial-Personnel Program. Students work under supervision in participating businesses, industries, and institutions. The remaining time is spent in lectures, discussion, and reading to enhance the student's training. PR: Courses in Industrial-Personnel Program and Consent of Instructor.

Community Service Program**491. Psychopathology of Childhood and Adolescence**

three hours

Problems of etiology, diagnosis and treatment of maladjustment in childhood and adolescence. Problems like drug addiction, juvenile delinquency are analyzed and discussed. PR: Psychology 300, 330, or Consent of Instructor.

493. The Psychology of Aging

three hours

A study of problems facing the aging. The psychological, social, and physiological aspects of aging and methods of treatment are analyzed and discussed. PR: Psychology 300, 330, or Consent of Instructor.

494. Interpersonal Dynamics

three hours

The main objective of the course is to develop techniques and basic skills required for effective operation in a psychological setting, which include: interviewing, role playing, and facilitating dyadic and small "dynamics centered" group interaction. Further, these techniques as diagnostic and therapeutic methods are experienced and discussed in terms of various psychological theories of communication. PR: Speech Communication 101, courses in Community Service or Industrial-Personnel, and Consent of Instructor.

495. The Psychology of Delinquency

three hours

Factors in the etiology of the delinquent in the modern society with special emphasis on the urban scene. Personality and emotional problems associated with delinquency, and problems of treatment. Students will visit persons and institutions for juvenile delinquents. PR: 300, 330, or Consent of Instructor.

- 7. Clinical Practicum I** **three hours**
- 8. Clinical Practicum II** **three hours**
 An application of knowledge and techniques developed within the psychology program. Students work under supervision in assigned agencies or institutions. Other practicum assignments are made as available. The remainder of time is spent in lectures, discussion, and reading to enhance the student's training. PR: Courses in Community Service Program and Consent of Instructor.

Recreation

(Division of Health, Physical Education, Recreation, and Safety)

- 1. Introduction to Recreation** **three hours**
 Introduces the historical and philosophical foundations of leisure and recreation. Opportunity to develop concepts concerning recreation, the socio-economic movements which have affected the growth and development of recreation, the economic services, and the types of areas and facilities used in recreation.
- 2. Social Recreation** **three hours**
 Designed to present material and information necessary to adequately conduct social recreation in clubs, churches, camps, playgrounds, and recreation centers. Emphasis on acquainting students with planning, programming, and conducting social recreational activities.
- 3. Outdoor Recreation** **three hours**
 An overview of the scope and extent of outdoor recreation. The history and development of outdoor recreation, conservation, and organized camping. An opportunity to learn camp craft skills and techniques through field trips and outings. Leadership opportunities provided during camping experiences.
- 4. Group Leadership** **three hours**
 Presentation of information concerning human dynamics, leadership abilities, and the identification of types of groups. Deals with the students' obtaining a practical knowledge of group situations and the principles necessary for effective leadership. Opportunities for observation of recreation leaders provided. PR: REC 141 or Equivalent.
- 5. Program Planning and Organization** **three hours**
 Underlying principles for effective recreation planning are presented. An overview of the variety of program areas associated with recreation. Attention given to the recreational interests of the participants. Methods of planning, organization, and means of providing leadership in program participation, and presenting information concerning facilities and equipment. PR: REC 141 or Equivalent.
- 6. Folk and Square Dance** **two hours**
 Survey of the history and development of folk and square dancing. Development of necessary skills for participation and teaching a wide variety of folk and square dances. Investigation of appropriate dance activities within various recreational settings.
- 7. Seminar in Outdoor Recreation** **two hours**
 An advance experience in the organization and presentation of various outdoor programs. Participation includes a number of weekend and extended outdoor experiences as field studies in area outdoor facilities. Offered during the summer term only. PR: REC 143.
- 8. Recreation Field Work I** **two hours**
 Designed to acquaint the student with the nature and diversity of recreation programs and services available. The student will be assigned to recreational settings distinctly different in philosophy, organizational structure, and clientele served. PR: REC 141, REC 143-PR: 144-145.

155. Recreational Field Work II

two hours

A continuation of REC 154. The sequence of field work courses are development in that they progress from dependency positions to an interdependent position. P REC 154.

199. Special Topics in Recreation

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

300. Intramural Administration

three hours

The course is designed to provide administrative experience in directing and supervising institutional physical recreational programs. (The course will not replace or be used in the fulfillment of other program requirements.) The course will be offered both semesters on an arranged basis. PR: Junior standing or Consent of Instructor.

301. Day Camp Administration

three hours

The course is designed to provide administrative experience in directing and supervising institutional summer day camp (Falcon Camp) programs. (The course will not replace or be used in fulfillment of other program requirements.) The course will be offered during the first and second summer terms on an arranged basis. PR: Junior standing or Consent of Instructor.

Safety Education

(Division of Health, Physical Education, Recreation and Safety)

101. First Aid

two hours

Instruction related to preparedness for emergencies and disasters prevalent in our society, including first aid treatment of injuries and other emergency conditions.

199. Special Topics in Safety

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by instructor and approved by the division head. Credits earned will be applicable as for elective credits in degree and certificate programs.

200. Accident Analysis and Emergency Care

two hours

A study of the accident problem as it relates to the elementary school environment and teacher responsibilities with emphasis on accident causation and prevention; and emergency treatment and control. (Required Elementary Education)

203. General Safety Education

three hours

Designed to acquaint the student with the purpose and need of safety education as an integral component of the overall education program. Areas emphasized are teaching and planning of a school safety program and the legal aspects involved.

Respiratory Therapy Technology

(Division of Allied Health)

101. Introduction to Respiratory Therapy

one hour

Introduction to the historical and present aspects of modern cardio-pulmonary care. Includes the scope, duties, responsibilities and professional liabilities of Respiratory Therapy as an occupation. Students will be introduced to the clinical affiliates. Admission to the Program.

102. Physics for Respiratory Therapy

three hours

Introduction to basic physics and related mathematics as applied to respiratory therapy. Survey of gas laws, gas analysis, gas flow, temperature, particle size, sedimentation rate, specific gravity, density, and viscosity, Lecture two hours. Laboratory two hours. PR: Admission to the Program.

- 3. Pharmacology for Respiratory Therapy** **three hours**
Survey of skills and knowledge for the safe usage of therapeutic drugs and an introduction to the general principles and mechanisms of drug actions, interactions, toxic- and the use of drug therapy. Two hours laboratory experience. PR: Admission to program.
- 4. Cardiopulmonary Physiology** **three hours**
The physiology of the cardiac and respiratory systems as it relates to the clinical practice of respiratory therapy. Lecture two hours; laboratory two hours. PR: Consent.
- 5. Nursing Arts for Respiratory Therapy** **two hours**
The study and practice of nursing relative to psychosocial, physical and special unit patient care and its interrelationship to respiratory therapy. Clinical internship two hours per week. Lecture one hour; laboratory two hours. PR: Departmental approval.
- 9. Special Topics in Respiratory Therapy** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 1. Respiratory Therapy Procedures I** **three hours**
Introduction to basic Respiratory Therapy equipment and procedures. Lectures on medical gas therapy, humidity and aerosol therapy, chest physical examination, and charting. PR: 102, 103, 104, 105. Co-requisite: 202.
- 2. Respiratory Therapy Clinical Application I** **three hours**
Twenty-four hours per week clinical exposure. Introduction to Respiratory Therapy clinical practice. The application of the theory taught in 201. PR: 102, 103, 104, 105. Co-requisite: 201.
- 3. Respiratory Therapy Procedures II** **six hours**
Lectures on chest physical therapy, intermittent positive pressure breathing, mechanical ventilation, airway care and establishment. PR: 201.
- 4. Respiratory Therapy Clinical Application II** **four hours**
Thirty-two hours per week clinical exposure. The application of the theory taught in 203 and further practice of skills taught in prior clinical courses. PR: 202.
- 6. Pathology for Respiratory Therapy** **two hours**
Survey of cardiovascular and respiratory disease and how they alter normal physiologic function. Includes the treatment for the disease state. Lecture two hours; laboratory no hours. PR: 104.
- 7. Ethics, Medical Administration and Records** **three hours**
Ethics, professional behavior and responsibility, and legal considerations relative to respiratory administration, budget development, personnel and administrative policies, records, budget development and planning are stressed. Lecture three hours; laboratory no hours. PR: Consent.
- 8. Pediatric and Neonatal Respiratory Care** **three hours**
Lectures on the theory and application of Respiratory Therapy procedures in pediatric and neonatal patient care. PR: 203 and 206.
- 9. Cardiopulmonary Rehabilitation** **three hours**
Lectures on the theory and application of Respiratory Therapy in the rehabilitation of cardiac and pulmonary disease patients. PR: 203 and 206.
- 10. Pulmonary Function Testing** **two hours**
Lectures on the theory and the procedures used in cardiopulmonary diagnosis. PR: 104 and 206.
- 11. Respiratory Therapy Clinical Application III** **four hours**
The application of the theory taught in 208, 209, and 210, and the further practice of previously taught skills. PR: 204. Co-requisite: 208, 209, 210.

Social Science

(Division of Social Science)

150. Introduction to Appalachian Studies**three hours**

An interdisciplinary study of Appalachian culture, focusing on the values, attitudes and problems of the region, as reflected in its history, geography and its political, economic and social institutions. (This course may be taken for general elective credit toward all degrees, but does not satisfy the General Studies requirement for any degree.)

199. Special Topics in Social Science**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

431. Methods and Materials of Teaching Social Studies**two hours**

Theory and practice in secondary school social studies. Students participate in laboratory exercises using various techniques of teaching social studies teaching and various disciplines. Each student is also required to plan and teach at least one micro-unit. (Included as part of the Initial Performance Practicum)

499. Interdisciplinary Seminar**three hours**

Identification and synthesis of major concepts in the fields of geography, history, political science, psychology, sociology and economics. No prerequisites for History Majors. PR for teaching degree candidates: History 107, 108, 111, 112, 302, 319, 320; Geography 210; Political Science 103; Sociology 110, 301; Economics 200; and/or consent of the instructor.

Social Service Technology

(Division of Social Science)

100. Social Service Technology I**four hours**

A study of available community resources and an assessment of unmet needs. (Three hours lecture and one hour laboratory.)

101. Social Service Technology II**four hours**

Beginning theory and practice for the paraprofessional worker in service delivery system. (Three hours lecture and one hour laboratory.) PR: SST 100.

199. Special Topics in Social Service Technology**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

200. Social Service Technology III**four hours**

Advanced theory and practice in problem solving. A study of techniques and methods used by the paraprofessional in the service delivery system. (Three hours lecture and one hour laboratory.) PR: SST 101.

201. Practicum**one-twelve hours**

A supervised field experience in a local public or private agency. PR: SST 200 and Consent of Instructor.

Social Work

(Division of Social Science)

199. Special Topics in Social Work**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

0. Introduction to Social Work	three hours
A study of the history and development of social work and social welfare policy and services.	
1. Interpersonal Skills Seminar	two hours
A course for social work majors only. This lab is designed to familiarize the student with the ethics and values of the profession and to develop the self awareness necessary to function as a social worker. PR: SW 210 or Consent of the Instructor.	
0. Social Welfare Policies and Services I	three hours
An introduction to social policy development and social welfare as an institution. PR: SW 211.	
2. Practice Interventions I	three hours
Theory and practice with small client systems. PR: SW 211.	
4. Practice Interventions II	three hours
Theory and practice in working with group client systems. PR: SW 302.	
0. Social Welfare Policies and Services II	three hours
Analysis and application of current national and local priorities as they relate to the general welfare and Appalachia. PR: SW 302.	
2. Practice Interventions III	three hours
Theory and practice with larger client systems. Planning and organizing knowledge, method and skill will be emphasized. PR: SW 302 and 485.	
4. Practice Interventions IV	three hours
Advanced practice method and skill in supervision, consultation, service delivery program design, administration and evaluation. PR: SW 300 and 402.	
2. Senior Seminar	two hours
A seminar designed to integrate and review areas of content in the social work major. PR: SW 488.	
5. Practicum	one-nine hours
An examination of the social welfare agency through an educationally directed, supervised field experience. PR: Consent of Instructor.	
3. Practicum	one-twelve hours
An examination of the social welfare agency through an educationally directed, supervised field experience. PR: Consent of Instructor.	
7. Seminar: Special Topics in Social Work Practice.	three hours
8. Seminar: Special Topics in Social Work Practice.	three hours
9. Seminar: Special Topics in Social Work Practice.	three hours

Sociology

(Division of Social Science)

0. Introductory Sociology	three hours
The course is built around selected sociological concepts to provide a general understanding of our modern society.	
9. Special Topics in Sociology	one-twelve hours
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.	
0. Social Problems	three hours
A study of social stresses and strains in important areas of human relationships. PR: Soc. 110.	
0. Nonparametric Statistics	three hours
Introduces the student to the fundamental principles of descriptive and inferential statistics with an emphasis on the analysis of nominal and ordinal data. These areas include non-parametric tests of significance, scaling, coding, and a discussion of hy-	

pothesis construction. This course should be taken during the Sophomore year. No prerequisites. (Credit in either Political Science or Sociology).

301. Anthropology

three hours

A study of human biological and social origins, including human pre-history, race, the origin and nature of culture, social organization among preliterate peoples, cultural diffusion, and culture change. PR: Soc. 110.

305. Social Psychology

three hours

A study of social structure and social interaction. Techniques of leadership and control will receive special study. PR: Soc. 110. Psychology 101 or Education 302 and 3 recommended. Same course as Psychology 230.

310. Sociology of the Family

three hours

A study of the background, structure and function of the American family with emphasis placed on the effect of social change upon the family. The meaning of the paired relationship is examined along with alternatives to marriage and the family. PR: Soc. 110.

325. Social Stratification

three hours

The course includes an analysis of social structure and stratification in terms of class, status, and power relations in society; an examination of theories and research findings.

330. Urban Sociology

three hours

A study of the characteristics of urban society including its culture, social relationships and institutions. Urban society is studied in comparison with rural society as a part of the American Society. PR: Soc. 110, 200.

340. Juvenile Delinquency

three hours

A study of what society defines as delinquent behavior and of the young people designated as delinquents. Emphasis will be placed on the causes of delinquency and on the various techniques and methods of prevention, treatment, and rehabilitation. PR: Soc. 110, 200.

380. Afro-American History & Culture

three hours

A multi-disciplinary approach to the Negro in American life beginning with African civilization and covering the period up to and including the American Civil War. (Credit in History or Sociology).

381. The Black Man in America

three hours

An in-depth study of the history and culture of the Black Man in the United States from 1865 to present. (Credit in History or Sociology)

410. Industrial Sociology

three hours

A study of the organization, structure, function and social relationship found in various areas of industrial activity in American society. The area of industrial relations will receive special emphasis. PR: Soc. 110.

430. Community Organization

three hours

A study of the structure and function of the various social groupings found in the community. The course is oriented toward the development of community leadership talent. PR: Soc. 110, 200.

450. Minority Groups

three hours

A study of racial and cultural minority groups in the United States with special emphasis upon understanding the cause of their persistence and the reason for major minority antagonisms. A study of the techniques whereby prejudices are developed and reduced will be made. PR: Soc. 110, 200.

460. Methods of Social Research

three hours

This course is an introduction to the planning and implementation of social research projects. The course will consider the topics of variables & hypotheses, flowcharts, tables, questionnaires, coding instructions & data sheets, machine processing, and survey analysis of the data. PR: 110 and 200.

- 461. Advanced Methodology** **three hours**
 This course will critically interrelate and compare the various stages of social research such as conceptualization of hypothesis, measurement, experimental design, sampling, data collection, data analysis, and data interpretation. Within this format, various special topics will be developed depending upon the available resources. PR: Soc. 460 or Consent of the Instructor.
- 470. Sociological Theory** **three hours**
 A study the historical development of modern sociological thought. PR: Consent of instructor.
- 471. Advanced Sociological Theory: A Critical Review** **three hours**
 An intensive study and critical examination of certain selected sociological theorists and the ways in which they differ and are similar. PR: Sociology 470 or consent.
- 485, 486, and 487. Practicum** **one to nine hours**
 An examination of the social welfare agency in its daily operation complete with practical observation and experience. PR: 480 and Consent of the Instructor. This course may not be used for the social studies teaching field.
- 488 and 489. Practicum** **one to twelve hours**
 An examination of the social welfare agency in its daily operation complete with practical observation and experience. PR: 480 and Consent of the Instructor. This course may not be used for the social studies teaching field.
- 490. Seminar: Sociological Literature** **three hours**
 A course designed to use original sources and publications not primarily used as texts. PR: Soc. 470 or Consent of Instructor.
- 491. Seminar: Sociological Literature** **one to three hours**
 A course designed to use original sources and publications not primarily used as texts. PR: 490 or consent.
- 492. Seminar: Sociological Literature** **one to three hours**
 A course designed to use original sources and publications not primarily used as texts. PR: 490 or consent.
- 497. Seminar: Special Problems in Sociology** **one to three hours**
 Open only for juniors and seniors majoring in Sociology. Reading and research on subjects suited to the student's needs. PR: 470 or consent.
- 498. Seminar: Special Problems in Sociology** **one to three hours**
 Open only for juniors and seniors majoring in Sociology. Reading and research on subjects suited to the student's needs. PR: 470 or consent.
- 499. Seminar: Special Problems in Sociology** **three hours**
 Open only for juniors and seniors majoring in Sociology. Reading and research on subjects suited to the student's needs. PR: Soc. 470 or Consent of Instructor.

Spanish

(Division of Language and Literature)

- 01. Elementary Spanish** **three hours**
 Grammar, pronunciation, composition, translation.
- 02. Elementary Spanish** **three hours**
 PR: Spanish 101 or one year of high school Spanish.
- 99. Special Topics in Spanish** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 01. Second Year Spanish** **three hours**
 Rapid reading, grammar and conversation. PR: Spanish 101 and 102 or two years of high school Spanish.

202. Second Year Spanish**three hours**

PR: Spanish 201.

210. Special Topics in Spanish**three hours**

Independent study under the supervision of an instructor. The content of the course is agreed upon by both the student and the instructor on the basis of the student's interests, goals, and needs. It can be substituted for any 200-level course. PR: Consent of Instructor.

220. Hispanic Civilization and Culture**three hours**

Study of life, civilization, and culture in Spain and Latin America, in its connection with the Spanish language. Adapted to the interests and language-level of the individual student, with a wide selection of materials and emphasis—literary, documentary, reportorial, fictional, and artistic. May be substituted for Spanish 201 or 202. PR: Consent of the Instructor.

Speech Communication

(Division of Fine Arts)

101. Fundamentals of Speech Communication**three hours**

An introduction to the elements involved in human communication, involving the theory and practice as they relate to intrapersonal, interpersonal, group, and one to group communication.

105. Voice and Diction**three hours**

Theory and practice of speech science to provide basic information prerequisite to further speech and drama study and to improve the skills of the speaking voice. Open to speech communication and theatre students and music students only. Alternate semesters.

107. Speech Improvement**two hours**

Designed for students who wish to improve the effectiveness of their speech (voice and diction). Training in pronunciation, enunciation, and voice production in order to develop standard speech. Therapy for major speech disorders is not administered. May not be substituted for Speech 105 requirement. Alternate semesters.

130. Introduction to Broadcasting

Survey of the industry and its role in today's society. Historical development and current responsibilities of broadcasting. Organization of stations and their relation to networks. Federal regulations and industry codes. Technical aspects of radio and television. Brief consideration of programming and production techniques. Field trips to area commercial and educational stations. (Formerly Speech 330, Fundamentals of Radio and Television.) Alternate semesters.

134. Radio/Television Production**four hours**

Study of basic production techniques currently employed in open and closed-circuit broadcasting. Study of the theory and practice of the skill aspects of several distinct areas of production. Three hours lecture and one two-hour laboratory per week. PR: Speech 130 and/or Consent of Instructor.

152. Basic Speech and Hearing Science**three hours**

An introduction to the scientific basis for speech and hearing.

153. Phonetics**three hours**

A study of the phonetic characteristics in normal and deviant speech production.

154. Anatomy of the Speech and Hearing Mechanism**three hours**

A study of the anatomy and physiology of the human speech mechanism, the human auditory mechanism, and the human nervous system.

199. Special Topics in Speech Communication**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as for electives in degree and certificate programs.

- 00. Radio/Television Announcing** **three hours**
Study and practice of major aspects of various announcing styles, along with routine procedures in logging programs, EBS regulations, air-checks, etc. Requires two hours per week outside class practice time. PR: Speech 134 and/or consent.
- 01. Broadcast Practicum** **two hours**
Designed to provide laboratory experience in b/w and color television production, and monaural audio production. Students participate in productions for on and off campus dissemination.
- 02. Broadcast Practicum** **two hours**
A continuation of 201.
- 03. Broadcast Practicum** **two hours**
A continuation of 201.
- 04. Broadcast Practicum** **two hours**
A continuation of 201.
- 06. Television Make-up** **one hour**
Fundamentals of the theory and technique of designing and applying television make-up, including laboratory experience.
- 07. Television Graphics** **two hours**
Theory and practice of graphics design and production for television. Two hours lecture and one hour laboratory per week. PR: Speech Comm. 134.
- 08. Broadcast Studio Maintenance** **two hours**
Theory and practice relating to the care and preventive maintenance of all major audio and video studio equipment and facilities. Items covered include microphones, audio and video recorders, turn-tables, audio and video control boards, studio lighting, television cameras, portable broadcast equipment, etc. Two hours lecture and one hour laboratory per week. PR: Grade of "C" or higher in Speech Comm 134.
- 10. Speech Communication for the Teacher** **three hours**
An introduction to principles and practices of effective oral communication for the classroom teacher with all study and practice directed toward the special speaking and listening needs of elementary and secondary classroom teachers and their students. PR: English 104, 108. Required of all A.B. in Education students.
- 07. Persuasive Speaking** **two hours**
Designed to give advanced speech students training in the preparation, presentation, and critical analysis of persuasive speeches. Alternate semesters. PR: Speech Communication 101 or 210 or consent.
- 10. Group Discussion** **three hours**
A study of communication in a small group context with emphasis upon the processes of decision-making in the task oriented group. Group cohesiveness, roles, group culture, leadership emergence, and the small group in organizations are among the topics studied. Alternate semesters.
- 13. Argumentation and Debate** **three hours**
A study of the principles of argumentation, logic and reasoning, evidence, and decision-making. A practical application of these principles is emphasized through the study of current controversies and oral class debates. Alternate semesters.
- 4. Intercollegiate Debate I-IV** **one-four hours**
Training for and participation in intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. Credit is also given for researching the intercollegiate debate proposition for the current academic year. Maximum credit any one semester is one hour. Open to freshmen and sophomores. Juniors and seniors see Speech Communication 444. Alternate semesters. PR: Speech Communication 134 or consent.
- 5. Oratory** **one hour**
Study of origin, historical influences, and changing aims of oratory. Practice in development of memorized speeches for competition. Alternate semesters. PR: Speech Communication 134 or consent.

250. Broadcast Continuity Writing**three hours**

Formats of all types of radio and television writing except dramatic scripts. Continuity for talks, interviews, discussion, music, variety, documentary programs, and commercials. Students may participate in studio productions or writing projects. Alternate semesters. PR: Speech Communication 130.

299. Field Study/Seminar**six hours**

Open to students enrolled in two-year Radio/TV Communication degree. Designed to allow on-the-job work experience in cooperating radio and/or television communication facility. Offered Summer Sessions only. PR: Completion of the first two semesters of Radio/TV Associate Degree Program, with minimum over-all GPA of 2.00.

300. Broadcast Practicum**one-six hours**

Designed to provide laboratory experience in b/w and color television production and monaural and multi-track audio productions. Students participate in production for on and off campus dissemination. A total of six credits may be earned at the rate of one or two hours per semester. (Does not apply to two-year students.) PR: Speech 134 and Consent of Instructor.

303. Advanced Radio/Television Production**four hours**

Continuation of Speech 134. Includes advanced work in audio and video technique employing 1/2 inch, 3/4 inch, and 1 inch b/w and color video formats along with various audio formats. Participation in productions for on and off campus dissemination. Three hours lecture and one two-hour laboratory per week. PR: Grade of "C" higher in Speech 134.

395. Independent Study in Broadcast Production**three-six hours**

Opportunity for the student to pursue in-depth study and production work with a special area of interest. Student must present a proposal fully describing the area study and production and number of credit hours sought. Following departmental approval, the student will begin study in the selected area. At the close of the course the student will submit a paper and associated production for evaluation. PR: Speech Comm 130, 134, 303, 201, 202, 207, and 208. Grade of "C" or higher in Speech Comm 134 and 303.

401. Extemporaneous Speaking**one hour**

Study or origin, aim and development of extemporaneous speeches. Preparation for competition. Alternate semesters. PR: Speech Communication 237 or consent.

402. Public Speaking Practicum I-VIII**one-eight hours**

Preparation for and participation in public performances and inter-collegiate competitions and festivals in public speaking, i.e., after-dinner, extemporaneous, oratory etc. Maximum credit in any semester is one hour. PR: Speech Communication 237 and/or consent.

430. Speech Correction**three hours**

An introduction to the field of speech therapy and audiology. Emphasis placed on identification of all speech defects, their diagnosis, and preventive and remedial techniques.

431. Methods and Materials in Teaching Speech Communication and Theatre**two hours**

Philosophy, methods, and materials of teaching speech communication and theatre and of directing the speech communication and theatre co-curricular and extracurricular activities in the secondary schools. Fulfills Professional Block requirement for those with a single teaching field in oral communication. Alternate semesters.

440. Directed Study in Speech Communication**one-four hours**

The student elects directed study in any area of speech-communication which is treated in the speech course offerings. Course is designed by the student and selected faculty with approval of department chairman. Maximum credit earned in any one semester is one credit hour. PR: Consent of Instructor.

444. Intercollegiate Debate I-IV**one-four hours**

Training for and participation in intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. Credit is also given for research in the intercollegiate debate proposition for the current academic year. Maximum credit

in any one semester is one hour. Open to juniors and seniors. Freshmen and sophomores see Speech Communication 244. PR: Speech Communication 243 or consent.

Technology (Division of Technology)

- 90-100 TEC I. Technology and Society** two hours
An analysis of the historical development of man and technology as antecedents of the technological society. Students will interact with the domains of technology through problem solving applications of engineering problems. PR: none.
- 90-199 TEC II. Special Topics** one-three hours
A study of special topics of educational, technical, or industrial concern. PR: Consent.
- 90-250 TEC III. History of Technology** three hours
A survey course from pre-historical tool-making to atomic energy and computers in the 20th century. Credit in history or technical education. PR: sophomore standing.
- 90-260 TEC IV. Crafts** three hours
The student is encouraged to explore, experiment, and create with a variety of materials and processes. PR: None.
- 90-299 TEC V. Special Topics** one-three hours
A study of special topics of educational, technical, or industrial concern. PR: Consent.
- 90-300 TEC VI. Engineering Analysis** three hours
Technical problem solutions utilizing analytic geometry, differential equations. Applications will include curvilinear motion related rates, optimization methods, centroids, and moments of inertia of plane and solid bodies, and electronic circuit analysis. PR: Math 102, Junior standing.
- 90-310 TEC VII. Man and Technology** three hours
An historical study of man and technology as a basis for the development of contemporary philosophical systems. PR: Junior standing.
- 90-393 TEC VIII. Future of Man** three hours
A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice. PR: Junior standing.
- 90-399 TEC IX. Special Topics** one-three hours
A study of special topics of educational, technical or industrial concern. PR: Consent.
- 90-400 TEC X. Work Experience Seminar** four hours
A functional analysis of industrial organization and management, and the implementation of these concepts toward the initiation of a new industry. PR: Technology junior standing or consent.
- 90-401 TEC XI. Work Experience Laboratory** eight hours
On the job work experience including employer evaluation and an in-depth study of Safety Legislation relevant to the industrial enterprise. PR: TEC 90-400.
- 90-410 TEC XII. Guided Design Seminar** four hours
A seminar in design or research in selected areas of engineering or educational technology. Open to division majors with senior standing in the baccalaureate program. PR: Technology senior or consent.
- 90-499 TEC XIII. Special Topics** one-three hours
A study of special topics of educational, technical, or industrial concern. PR: Consent.
- 90-200 TED I. Communications I** four hours
A study of the technical means by which man communicates. The emphasis will be on the development of basic skills in both electrical/electronic and graphic communication. PR: Sophomore standing.

90-201 TED II. Production I**four hours**

A study of the means by which man provides goods and services of economic value for his needs and wants. The emphasis will be on the development of basic skills in a variety of material areas. PR: Sophomore standing.

90-202 TED III. Transportation I**four hours**

A study of the means by which mass is moved from one point to another. This will be achieved by studying the propulsion, guidance, control, suspension, structure, and support elements of a wide variety of transportation sub-systems. PR: Sophomore standing.

90-301 TED IV. Communications II**four hours**

A study of the technical means by which man communicates. This will be achieved by studying the media systems, system elements, and social/cultural aspects of the communication system—past, present, and future. It shall be general education in nature and the immediate audience will be prospective junior and senior high school industrial arts teachers. PR: 90-100.

90-302 TED V. Production II**four hours**

A study of the means by which man provides goods and services of economic value for his needs and wants. This will be achieved by studying management, materials, processes, concepts of mass production, and the social/cultural aspects of the production system. It shall be general education in nature and the immediate audience will be prospective junior and senior high school industrial arts teachers. PR: 90-201.

90-303 TED VI. Transportation II**four hours**

A study of the means by which mass is moved from one point to another. This will be achieved by studying the environments system elements, and social/cultural aspects of the transportation system—past, present, and future. It shall be general education in nature and the immediate audience will be prospective junior and senior high school industrial arts teachers. PR: 90-202.

90-320 TED VII. Elementary School Technology**two hours**

The laboratory experiences are derived from the technology of the home, community, and world analogous to the lower intermediate, and upper elementary grades. A variety of materials, tools, and processes are utilized as each student develops his own ideas. Emphasis is also placed upon the organization and administration of such a program. PR: none.

90-431 TED XII. Methods and Materials for Teaching Industrial Arts.**two hours**

A course in which the particular problems and techniques of teaching Industrial Arts are dealt with. Emphasis is given to the special methods of handling demonstrations, use of special teaching aids and other related problems unique to Industrial Arts. PR: EDUC 200, 250, 302, 303, 90-301, 90-302, 90-303.

90-450 TED XIII. Multiple Activities**four hours**

A lecture/laboratory course designed to aid the Industrial Arts teacher in the organization and administration of the laboratory and operationalize concepts inherent in teaching the multiple activities. PR: 90-301, 90-302, 90-303.

91-100 MAT I. Materials**two hours**

An introductory scientific examination of: the inter-atomic and molecular structure of the 20th century metallic, polymeric, and ceramic materials; and the interrelatedness of structure upon performance characteristics in design decision making and upon economic decision making. Behavior of engineering materials will be examined during laboratory experiment/demonstrations of the effects of mechanical stress; thermal and chemical activity; and of electromagnetic fields. Emphasis upon selection of materials for design will be made. PR: Freshman standing.

92-100 ELE I. Electronics**two hours**

An introductory investigation of the applications of electronic phenomenon found in power distribution systems, communications systems, industrial machinery, controls, analogue and digital data processing systems, micro electronics, and microprocessors. Topics to be investigated will include: energy sources, development of electrical potential, power distribution, linear circuit analysis and design using Ohm's Law.

and Kirchoff Laws; and electrical diagnostic equipment functions, design, and use in AC and DC circuits. PR: Freshman standing.

92-200 ELE II. Electronic Shop Practices **three hours**

Theory and practice in circuit and chassis fabrication and repair including forming, cutting, jointing, and drilling of metals, plastics, and ceramics. PR: 92-100.

92-210 ELE III. Circuit Analysis **two hours**

Theory and problem solving course in analysis of electrical circuits including classical methods and computer techniques. PR: 92-100, Math 102, Phy. Sc. 100, 102, 104.

92-220 ELE IV. Linear Electronics **three hours**

Study of the basic concepts of discrete and integrated linear devices and circuits including amplifiers, OP AMPS, and regulators. PR: 92-100 CR: 92-210.

92-230 ELE V. Digital Electronics **three hours**

Theory and experimentation with SSI, MSI, and LSI devices and systems including such basic components as gates, counters, memories, timers, displays, etc. and such systems as thermometers, tachometers, point of sale terminals and small computer systems. PR: 92-210, 92-220.

92-240 ELE VI. Industrial Electronics **three hours**

Study of the operation of industrial power control systems including power devices and control circuits. Power devices covered include: relays, contractors, SCR's and TRIAC's. Control circuits include VJT's, PVT's, DIAC's, Photodevices, timers, and control IC's. PR: 92-230.

92-250 ELE VII. AC-DC Machinery and Controls **three hours**

Practical aspects in the use and maintenance of AC-DC machinery and power distribution including motors, generators, starters, speed controllers, breakers, transformers, etc. PR: 92-100.

92-260 ELE VIII. Communications Systems **three hours**

Theory of AM, FM, and PCM transmission and reception systems and their regulation as required for the FCC 2nd class Commercial Radiotelephone examination. PR: 92-230.

92-300 ELE IX. Advanced Linear Electronics **two hours**

Study of linear integrated circuits including OP AMPS, comparators, consumer devices, A/D and D/A converters, timers, etc. PR: 92-230, 90-300.

92-310 ELE X. Microcomputer Systems **two hours**

Theory and use of 8 and 16 bit microprocessor systems including system design, hardware configuration, software development and programming. Serial and parallel interfacing, and control of processes. PR: 92-230, 90-300.

92-400 ELE XI. Current Topics in Electronics **two hours**

Discussion of new development, devices and trends in industrial and consumer electronics. PR: 92-300, 92-310.

92-410 ELE XII. Data Acquisition and Control Systems **two hours**

Theory and use of data acquisition and control systems including transducers, signal conditioning circuits, multiplexing, A/D and D/A converters, computers, and control devices. PR: 92-300, 92-310.

92-420 ELE XIII. Advanced Communication Systems **two hours**

Theory of television, microwave, optical, and data communications circuits and systems. CR: 92-400, 92-410.

93-100 IND I. Processes **two hours**

An introductory exploration in the fields of manufacturing relevant to design and durability. A special emphasis on safety will be introduced in the various areas. The processes dealing with structural properties and fabrication of the metallics, the polymers, and the ceramics from the primary design to the finished product will be discussed and demonstrated with student's participation as laboratory experiences. Conventional processes such as cutting, forming, casting, and joining will be considered and demonstrated along with; automation and numerical control processing, non-traditional manufacturing processes, quality control and product reliability. PR: none.

93-200 IND II. Welding**four hours**

The reading of symbols and the production of ferrous weldments, in and out of position, using both gas and electric processes. PR: none.

93-210 IND III. Machine Shop**three hours**

Fundamentals of hand and machine tools, involving the lathe, drillpress, grinder, mill saw and other metal working machines with problem solving in layout and machine design. PR: none.

93-220 IND IV. Metallurgy**two hours**

An introduction to the basic elements of metallurgy including structure of metals properties, smelting, refining, heat treating, and testing. PR: 93-100, 91-100.

93-230 IND V. Advanced Welding**three hours**

This course is involved with pipe welding (electrode) G.M.A.W./M.I.G. (semi-automatic, cored and solid wire), and T.I.G. (tungsten-inert-gas). Methods of producing and fabricating to standard specifications. PR: 93-200.

93-240 IND VI. Manufacturing Processes**four hours**

An experience involving basic techniques in manufacturing and fabrication of metal products. The process includes conception of an idea to be placed in experimental and developmental stages and final completion and mass production. This includes the use of the lathe, milling machine, drill press, surface and tool grinder, friction band saw, and the use of precision measuring instruments for lay-out and design. Special emphasis will be placed upon production safety. PR: 93-210.

93-250 IND VII. Personnel Problems and Labor Relations**three hours**

A seminar dealing with the problems of labor and management, wage and hour laws, and industrial regulations. PR: Sophomore standing.

93-300 IND VIII. Industrial Economy**three hours**

Techniques of engineering economy as related to cost, design, and selection of materials. PR: 93-240, 90-300.

93-310 IND IX. Plant Layout and Production Control**two hours**

A study of the economical arrangement of stocks, machines, and layout of aisles for efficient handling of materials and production. PR: 93-300.

93-400 IND X. Time and Motion Quality Control**two hours**

Fundamentals of work simplification and motion economy using the techniques of motion and time study for the development of effective methods of production. PR: 93-250 CR: 93-310.

93-410 IND XI. Industrial Management**three hours**

A survey of the operational, financial, marketing and accounting activities of industrial organization. A detailed survey of the duties of management as related to production, personnel, and human factors. PR: 93-400.

93-420 IND XII. Heavy Equipment Fabrication**three hours**

Resistance, gas and electric-arc welding and cutting, capabilities and limitations of lathe and milling operations; techniques of materials forming, fabrication and heat treatment. PR: 94-200, Chemistry 102, Physics 102, or consent.

94-100 MEC I. Mechanics**two hours**

A continuation of the study force equilibrium of static and dynamic systems imposed upon solids, liquids and gases. Emphasis is placed upon vector analysis involving fluid, machine and structural engineering systems. Topics include: introduction vector analysis; equilibrium, kinematics and kinematics of particules and rigid bodies on two and three dimensional force systems; distributed and equivalent force systems structural analysis of members, frames and machines, internal forces in static and dynamic equilibrium, friction and its analysis in machine and fluid systems, centers of gravity, centroids and moments of inertia of areas and masses, and an introduction to virtual work; work and energy methods, impulse and momentum methods; and an introduction to mechanical vibrations. PR: none.

94-200 MEC II. Engineering Mechanics**four hours**

The study of force systems and their effect upon both rigid and deformable bodies. Topics of study include: force systems, force equilibrium, friction, centroids and moments of inertia, stress and strain, torsion, bending beam design. PR: 94-100, Math 102, Physical Science 100, 104.

94-210 MEC III. Thermodynamics**three hours**

A study of the first and second laws of thermodynamics. Topics of study include: energy forms, enthalpy, entropy, reversible and irreversible processes and cycles, applications of thermodynamics to pumps, compressors, turbines, and other energy systems. PR: 95-100.

94-220 MEC IV. Fluid Power**three hours**

Fluid power is the field of study given to the practical application of fluid mechanics. Topics of study include: fluid properties, compressible and incompressible fluids, fluid statics and fluid mechanics, fluid power components; pumps, valves, motors, transmissions, filters, hydraulic and pneumatic circuits. PR: 95-100, CR: 94-200, 94-210.

94-230 MEC V. Heating, Ventilation, and Air Conditioning**three hours**

A review and study of the principles of fluid mechanics, heat transfer, and thermodynamics as applied to HVAC. Topics of study include: residential and commercial environmental control, load calculations, sizing and selection of HVAC components such as; evaporators, condensers, compressors, blowers, filters, humidifiers, heat exchangers, venting and duct systems. PR: 94-210, 94-220.

94-240 MEC VI. Machine Design I**four hours**

Application of the principles of mechanics to the design and selection of machine elements. Specific components included are: shafts, keys, springs, fasteners, brakes, clutches, belts, bearings, and gears. Design projects will be assigned. PR: 94-200, 94-220, 99-100, 99-235.

94-300 MEC VII. Energy Conversion Systems**four hours**

The study of a number of methods of energy conversion from one form to another to do useful work. This will involve the study and analysis of electrical, thermodynamic, machine and fluid systems. PR: 94-200, 94-220, 90-300.

94-350 MEC VIII. Machine Design II**three hours**

The study of the dynamics of mechanisms. Topics will include: kinematics and kinetics of particle and rigid body motion in two and three dimensions, vibrations, momentum, work, and energy. PR: 94-240.

94-400 MEC IX. Materials Testing, Instrumentation, & Measurement**three hours**

Applied engineering measurements and instrumentation dealing with forces, displacements, stresses, strains, velocity, acceleration, etc. and the static and dynamic destructive and nondestructive testing of engineering materials and machine parts. PR: 94-100, 94-240 CR: 94-300.

94-410 MEC X. Thermodynamic Systems**three hours**

A continuation of the study of the laws of thermodynamics with special emphasis upon applications to heat, power and refrigeration cycles. Topics include: energy availability and irreversibility in open and closed thermodynamic systems; mixtures of gases and vapors; reactive systems; internal and external combustion power cycles; reversed cycles; work from nuclear energy and by direct conversion; flow through nozzles and diffusers; magnet-hydrodynamic systems. PR: 95-100, 94-210, 94-230, 94-400.

94-420 MEC XI. Heat Transfer**three hours**

A study of the dynamics of heat energy interactions in solids, liquids and gases. Topics include: fundamental laws of conduction, convection and radiation heat transfer; material principles of heat transfer to analysis, design, and selection of materials or energy systems. PR: 94-230, 90-300.

94-430 MEC XII. Heat Transfer Systems**three hours**

A continuation of the study of conduction, convection and radiation heat transfer with emphasis upon applications to residential, commercial, industrial and research heat exchanger design. Topics include: steady-state and transient heat conduction;

two or more independent variable heat conduction; numerical and analog methods for heat conduction; forced and free convection; condensing and boiling heat transfer; radiation; heat transfer by combined mechanisms; heat exchange design. PR: 94-420.

94-440 MEC XIII. Engineering Systems Design Laboratory **three hours**

A study of analog, digital and mixed engineering systems; similitude of mechanical and electrical engineering systems; dimensional analysis and theory of models. PR: MEC Senior standing or consent.

94-105 PWR I. Engine Theory **four hours**

A survey of engine design and characteristics. The operation and principle of internal combustion engines and nomenclature, location, and function of stationary and moving parts. PR: none.

94-115 PWR II. Power Transfer Theory **four hours**

A study of the transfer of power to its terminal use through transmissions, torque converters, propellers, shafts, universals, differentials, and other drive mechanisms, as well as direct transfer by air or other fluids. PR: none.

94-205 PWR III. Carburetion and Ignition Theory **four hours**

Methods and principles involved in the flow, metering, atomization, and delivery of fuel. Theory and practice of generation and distribution of electricity through the electrical system. PR: 94-105.

94-215 PWR IV. Hydraulic and Suspension Systems **four hours**

The theory and practice of suspension and hydraulic systems used in modern vehicles. PR: none.

94-225 PWR V. Electrical Systems & Air Conditioning **four hours**

A study involving the theory, operation and maintenance of the automotive battery, starter, alternator, regulator, and air conditioning system. PR: 92-100.

95-100 MIN I. Energy **two hours**

A beginning course to introduce various types of power including both sources and generation with methods of transportation. Systems covered—mechanical, fluid, electrical, water, nuclear, and solar. PR: Freshman standing.

95-200 MIN II. Coal and Mining Methods **two hours**

Study of geologic principles, including structure of earth's crust, rock types and formation, and formation and lithification of coal; study of underground and surface coal mining methods, including extraction and haulage; basic rock mechanics inclusive of roof, rib and ground control techniques and principles; mine gases and dust control; emphasis on safety and production considerations. PR: 95-100, 91-100, 94-100, Physical Science 102.

95-210 MIN III. Coal Analysis and Preparation **two hours**

Coal petrography, principles of preparing coal for markets; applications of principles of mechanics and mining to preparation plant design, utility site storage, distribution, preparation for use and injection. PR: 92-100, 95-200, Physical Science 104.

95-220 MIN IV. Mine Mapping and Ventilation **three hours**

Drafting principles, including descriptive geometry and topographical drafting, and surveying principles applied to mine mapping; principles and purposes of methods and components used in coal mine ventilation systems; emphasis on federal and state safety regulations. PR: 95-200, 99-100, 96-200, Math 102.

95-230 MIN V. Mining Equipment and Maintenance **three hours**

Basic fluid power; functional analysis of mine equipment; principles of electric, pneumatic, hydraulic and mechanical machinery and legal permissibility applied to operation, design and control of underground and surface coal mine equipment including specifications for purchasing, machinery maintenance theory, practice and techniques and their application to modern mine equipment. PR: 95-210, 92-250, 200.

- 95-300 MIN VI. Mine Management and Economics** **two hours**
 Governmental, social and labor influences on management of a modern mining operation and mineral economics; principles of economy applied to cost analysis, working capital, inventory, and replacement policies. PR: 95-210, 95-220, 95-230, 97-200, Econ. 200, Junior standing.
- 95-310 MIN VII. Coal Mine Environment and Environmental Control** **two hours**
 Applications of principles of mechanics, geology, chemistry, and mining to the design of systems for solid, liquid, and gaseous refuse treatment disposal and control, mine water treatment, dust and gas control, subsidence, and land reclamation and revegetation. PR: 95-300, 90-300, 94-210, Chem. 102, Physics 102.
- 95-320 MIN VIII. Mine Layout** **three hours**
 Study of coal mine plant systems, application of principles of mine safety engineering, electricity distribution, drainage, haulage, ventilation, rock mechanics, and preparation to underground and surface plant layout and design. PR: 95-310, Senior standing.
- 95-400 MIN IX. Coal Processes and Energy** **three hours**
 Principles of chemistry, physics, thermodynamics, and reaction kinetics applied to coal processing and conversion including combusting, coal gasification and liquifaction, hydrogenation and desulfurization processes, and electro-chemical and ionization conversion techniques; also new and advanced processing and conversion concepts. PR: 95-310 or consent.
- 95-410 MIN X. Advanced Coal Mine and Equipment Design** **three hours**
 Advanced layout and design of coal mine plant and coal extraction processes, including advanced ground control, rock mechanics and new extraction and transportation theories; and selection of equipment based on electrical, hydraulic and mechanical requirements, incorporating new equipment concepts. PR: 95-320.
- 95-420 MIN XI. Coal Mining Safety-MESA** **twelve hours**
 In residence at National Mine Health and Safety Academy, Mine Enforcement and Safety Administration (MESA), Beckley, W.V. Comprehensive study of coal mine health and safety engineering, including safety and inspection procedures, health and safety standards, industrial hygiene, equipment permissibility, mine emergency procedures, and industrial psychology. PR: 95-320, Senior standing.
- 96-200 CIV I. Surveying I** **three hours**
 Introduction in the use of the engineers tape, transit, and level; and the methods of recording field data in the surveyor's notebook. Field problems associated with the theory will cover horizontal and vertical measurements, differential and profile leveling, and angular and bearing measurements. Also included is traversing and plotting. PR: 99-100, Math 102.
- 96-210 CIV II. Light Construction** **four hours**
 Practices utilized in the erection of residential and industrial buildings with technical information involving problems from ground to roof. PR: 94-200.
- 96-220 CIV III. Heavy Construction** **four hours**
 An advanced building course concerned with concrete, steel, wood and masonry design methods and practices. Attention will be directed toward the physical and mechanical properties of construction material including analysis and design ofeterminate and indeterminate prestressed beams and frames and other ASTM testing. Problems involving the use of beams, girders and columns will be considered. PR: 94-200, 96-210.
- 96-230 CIV IV. Construction Planning** **two hours**
 Highways: Economics and Finance, Planning and Design, Surveys and Plans; Engineering, Inspection, Soil, Drainage, Pavement, Construction Operation; Scheduling, Equipment, Work. Engineering Material: Steel, Concrete, Asphalt, Timber, Soil. PR: 96-200, 96-210 CR: 96-220.

96-240 CIV V. Surveying II**three hours**

A continuation of Surveying I, applications of the basic surveying skills include: traversing, stadia, observations for meridian, topographical maps, rectangular coordinates, and photogrammetric mapping. Also simple construction, mining and land surveys. PR: 96-200.

96-300 CIV VI. Highway Design**two hours**

This comprises the basic highway design principles pertaining to: economics, route location, terrain, soil surveys, alignment, grades, earthwork, drainage, pavement, and the field office work necessary for construction. PR: 96-230, 96-240, CR: 90-300.

96-310 CIV VII. Structural Design**two hours**

The analysis, design, and testing of concrete, and steel beams, tension members columns, and riveted, high strength bolted and welded connections, study and design of industrial building roofs and vents, continuous spans, light weight steel construction. Use of the latest AISC manual and specifications. Design and testing of timber members and their connections.

PR: 96-220, 96-230.

96-400 CIV VIII. Land Surveying I**three hours**

A study of that area of surveying that deals primarily with public lands. The course covers: kinds of land surveys, monuments and markers, and boundary location. Field work includes actual surveying of rural and urban lands for recording. PR: 96-240.

96-410 CIV IX. Laws and Codes for Engineers**two hours**

Basic principles and methods most significant in contract relationship (bonds, contracts, arbitration, negotiation); appreciation of the legal aspects of construction. Study of national, state, local codes, interpreting and outlining of deeds and recording of plots. Research of the judicial procedure, consumer laws, industrial contracts and duty care. PR: 96-310, CR: 96-400.

96-420 CIV X. Land Surveying II**three hours**

A continuation of Land Surveying I. Field work and class material includes: scope of land surveying, city surveying, partition of lands, plotting, land descriptions, search of the records, survey for deed, legal terms, legal authority of the surveyor and registration of the land surveyor. PR: 96-400 CR: 96-410.

96-430 CIV XI. Advanced Surveying Problems**three hours**

This course is offered as an elective for those students desiring to improve the ability and self-confidence in surveying. Both engineering (construction) and land surveying are covered. Subjects include: triangulations, curves, route surveying, mirror surveying, areas & cross-sections, computations, construction layouts, alternate methods of land surveys, deeds and land descriptions. PR: 96-400 CR: 96-420.

96-100 WOD I. Wood Technology**three hours**

The theory, application and treatment of woods and hand and machine woodworking. A basic class dealing with wood identification, wood usage, woodworking tools and machines fabrication, joinery, adhesion and finishing. PR: none.

96-205 WOD II. Furniture Construction and Design**two hours**

A lecture-laboratory course in the developmental function of design, especially as applies to the area of household furniture. Student problems include the designing furniture and other household articles which are to be used as projects in the industrial arts laboratories. PR: 96-100.

96-215 WOD III. Wood Finishing**two hours**

A survey course in the materials and methods commonly used in the finishing furniture and similar articles, and readily applicable to use in high school situation. The various types of dyes, stains, shellacs, varnishes, lacquers, and sealers will be used on sample panels. PR: 96-100.

96-225 WOD IV. Cabinet Construction and Design**two hours**

A lecture-laboratory course in the developmental function of design, especially as applies to cabinet making. The projects will be made in conformity with the drawings and specifications as developed. Advanced work in the use of machine tools, techniques, and processes will be stressed and a high level of craftsmanship will be maintained. PR: 96-205.

96-235 WOD V. Advanced Woods**three hours**

A lecture-laboratory course with emphasis on the use of advanced techniques in the design and construction of home furniture. Particular attention is given to the use of veneers, inlays, overlays, and other advanced methods of enhancing the finished appearance of projects. PR: 96-100.

97-200 SAF I. Safety Supervision**three hours**

A study of safety management structures and personnel responsibilities within the corporation. Structure for implementation of practices related to the safety mission, management by objectives, safety program audit and workman's compensation are included. PR: none CR: 93-250.

97-201 SAF II. Occupational Safety**three hours**

A basic investigation into OSHA Standards pertaining to general and construction industry. Record keeping and OSHA inspections procedures are included. PR: none.

97-210 SAF III. Motor Fleet Safety**three hours**

A study of State and Federal transportation laws, driver training procedures, vehicle maintenance programs, and non-highway transports related to industry. PR: none.

97-220 SAF IV. Environmental Hazard Control**three hours**

A survey of hazard control assumptions pertinent to environmental safety and loss control. Including facilities, equipment and control features recommended by authorities in the fields of engineering, medicine, public health and safety. PR: 97-201, CR: Fire Science 291, Chem 102, Physics 102.

97-230 SAF V. Introduction to Industrial Hygiene**three hours**

An introduction to techniques employed to recognize, evaluate and cope with various hygiene problems related to general industry. PR: 97-220 CR: Chem. 102, Physics 102.

97-240 SAF VI. Safety Engineering Design**three hours**

Design engineering and engineering countermeasures needed to minimize losses incurred by man and the environment. PR: 97-220.

98-100 PRT I. Printing Processes**three hours**

An introduction to the Graphic Arts. This course deals with the basic methods of placing visual elements on receiver materials. An investigation is made of: relief, intaglio, planographic, porous, and electrostatic printing methods; continuous tone photography; and basic bindery operations. Experience is gained in each of these areas and in the various phases of production of these methods. PR: none.

98-200 PRT II. Composition and Photographic Mechanical**Preparation****three hours**

An elementary course in the make-up of copy. Emphasis is placed on composition and typography. There will be time given to image assemble and mechanicals, along with some basic camera work and elementary stripping. PR: 98-100.

98-210 PRT III. Image Transfer Mechanisms**three hours**

A study of image carriers such as relief plates, litho-plates, both surface and deep etch, gravure plates, and photo silkscreen. Transfer mechanisms are studied in depth. These include rotary, cylinder and platen press type. Certain speciality operations, such as die cutting, perforation, slitting and folding are also covered. PR: 98-200.

98-220 PRT IV. Estimating**three hours**

The means of pricing and purchasing printed work. Time is spent in investigating the financial structure of the printing concern. The mark-up percentage, budgeted hourly method and Franklin Catalog are studied. PR: 98-210.

98-230 PRT V. Layout and Design**three hours**

The function of the art studio and the art director. Time is given to the psychological implications of the printed word and color. The student experiences the various stages of make-up from ideas to camera-ready copy. Time is given to design and production of original work.

PR: 98-210.

98-240 PRT VI. Graphic Arts Photography**three hours**

A study of the factors that affect film. Experience is gained in the means of production of half-tones and special effects such as posterization, duping, clocking, and duo tones. Time is spent with both press proofing and non-press proofing, and in the area of photo fabrication. PR: 98-210.

98-250 PRT VII. Printing Practicum**two hours**

Supervised on-the-job learning experience with the college in-house printing facility. Students will gain experience in graphic arts photography, stripping and photoplating electrostatic platemaking, presswork and bindery. Employed in the two-year printing technology and four year printing management programs. PR: 98-210, 98-220, 98-230.

98-260 PRT VIII. Practicum Commercial/Graphics**six hours**

Supervised on-the-job learning work experience with a cooperating business or industry. Employed in Commercial Design Graphics Program. PR: 98-210, 98-220, 98-230 (Commercial/Graphics only).

98-300 PRT IX. Continuous Tone Photography**two hours**

A beginning course in the utilization of the hand-held camera. The emphasis is placed on the taking of pictures and the processing of black and white film. Topics covered include film and print processing, camera basics, camera formats, lens types portrait photography, photo journalism and photographic ethics. PR: 98-220, 98-230, 98-240.

98-310 PRT X. Advanced Continuous Tone Photography**three hours**

A continuation of 98-300, covering such areas as advanced black and white work, large format camera work, artistic expression, and color photography. PR: 98-300.

98-400 PRT XI. Printing Plant Management**three hours**

The problems of management as found in the printing industry. Topics include personnel hiring, production, inventory, quality control, shipping, and plant layout. PR: 98-220, 98-230.

98-410 PRT XII. Printing Techniques**four hours**

An opportunity to investigate an area not included in the regular listing of course in the communications field. It is possible to do a further study of some area previously covered. PR: 98-220, 98-230, 98-300.

99-100 DRF I. Design**two hours**

An introduction to design in engineering, study of the fundamental techniques of graphical communication, design process, drawing for manufacture, spatial analysis and numerical relationship. PR: Freshman standing.

99-205 DRF II. Technical Illustration**three hours**

An introduction to convey information as to the shape, size, location and function of an item. Areas include patent drawings, technical sketches and drawings, illustration for parts catalogues as well as assemblies, and topographic drawing and mapping. Technical Illustration may appear with blueprints and are often drawn in three dimensions and are generally artistic. PR: 99-100.

99-215 DRF III. Architectural Drafting**four hours**

A team approach to the development of design problems residential in nature and the design presentation in model form or rendered perspective drawing is encouraged. The selection of framing methods and materials and determination of mechanics and electrical systems are included. Preparation of millwork drawings, cabinets and built in detail drawings, and door and window schedules. Finalization of residential drawings in compliance with national, state and local codes. PR: 99-100.

99-225 DRF IV. Descriptive Geometry**two hours**

A study of the science of graphic representation and solution of space problems involving points, lines, intersections, parallelism, perpendicularity, revolution, vector developments, shades and shadows, conics, and spherical triangles. PR: 99-100.

99-235 DRF V. Technical Drafting**three hours**

A higher level of drafting techniques will be studied in this course. Study will include production drawings, plumbing, heating, and air conditioning drawings, fluid power drawings, graphs and charts, product design and development. PR: 99-100.

- 99-245 DRF VI. Architectural Design** **two hours**
 A comprehensive study of the planning and designing of residences and small single story commercial buildings. Primary considerations involved in the building industry, site, styling, basic structure, codes zoning, and cost. Study of the classical and modern architecture. Treatment of environmental concerns and the functional and aesthetic needs of the family. PR: 99-215.
- 99-255 DRF VII. Tool Design** **four hours**
 Design of tooling, including jigs, and fixtures for machine operation such as drilling, reaming, tapping, boring, milling, turning, grinding, and sawing presswork and design of dies for blanketing, piercing, drawing, bending, forming, and progressive die operation. PR: 99-100, 99-235.
- 99-265 DRF VIII. Blueprint Reading** **two hours**
 A course in the reading of the prints and drawings most commonly found in industrial operations. Emphasis is placed on the development of speed and accuracy in the use of working drawings. PR: 99-100.

Theatre

(Division of Fine Arts)

- 120. Theatre Appreciation** **two hours**
 Study of drama as it occurs on stage, in movies, and in radio and television in order to form a critical appreciation of its purpose and effects. Alternate semesters.
- 151. Play Production** **two hours**
 Lecture course introducing the student to the principles and techniques of the organization, planning, and execution of technical theatre production, including scenery, properties, lighting, costuming, sound, and stage management.
- 152. Theatre Workshop I-IV (First four semesters)** **one-four hours**
 Crew work is assigned to Masquers productions, studio theatre productions and/or reader's theatre. Opportunities for experience in all areas of technical theatre such as scenic construction, property, lighting, costume, and sound crews, depending upon the proficiency of the student. One hour of credit taken concurrently with Theatre 151 is required of all BA Minors in Speech Communication and Theatre (Theatre Option) and AB in Education with teaching field in Oral Communications (grades 7-12). No more than one hour can be earned during a semester. Open to Freshmen and sophomores. (Juniors and Seniors, see Theatre 352).
- 99. Special Topics in Theatre** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 21. Oral Interpretation** **two hours**
 An introductory study and practice of the principles involved in understanding the meaning of prose, poetry, and dramatic literature and in the effective oral and/or bodily transmission of that meaning to a listening and/or viewing audience. Alternate semesters. PR: Speech Communication 105 or consent.
- 22. Advanced Oral Interpretation** **two hours**
 A study of the special problems of oral interpretation in the areas of prose, poetry, and dramatic literature. Alternate years. Not a substitute for Theatre 221. PR: Theatre 21 or consent.
- 23. Oral Interpretation Practicum I-IV (First four semesters)** **one-four hours**
 Preparation for and participation in public performances and inter-collegiate competitions and festivals in oral interpretation. Maximum credit earned a semester is one credit hour. PR: Theatre 222 and/or consent of instructor. Open to freshmen and sophomores. Juniors and seniors, see Theatre 423.
- 51. Acting** **two hours**
 Introduction to the theory and practice of fundamental acting techniques for the stage. Alternate semesters. PR: Theatre 221 or consent.

- 252. Acting Workshop I-IV (First four semesters)** **one-eight hours**
Public performance or the equivalent in Masquers or studio theatre dramatic productions. Maximum credit earned a semester is two credit hours. PR: Consent. Juniors and seniors, see Theatre 452.
- 253. Advanced Acting** **three hours**
Advanced Acting will involve special problems in acting related to movement, characterization and an introduction to styles to include representational style (naturalism, realism, and symbolism) and presentational style (Classicism, medieval, and romanticism). Alternate years.
- 260. Theatre History** **three hours**
Historical examination of the major theatrical periods through a study of the important playwrights, theorists, and other practitioners of each era. Alternate years.
- 270. Introduction to Theatrical Design** **three hours**
An introduction to the principles of theatrical design, including scenic, lighting, and costume design. Alternate years. PR: Consent.
- 271. Advanced Theatrical Design** **three hours**
Advanced Theatrical Design will involve completed projects in scenic, lighting, and costume design to apply theory and introductory techniques and skills presented in the beginning course. Alternate years.
- 301. Theatrical Make-up** **one hour**
Fundamentals of the theory and technique of designing and applying theatrical make-up, including laboratory experience and practical experience with Masquers productions and studio theatre productions.
- 302. Advanced Theatrical Make-up** **one hour**
Practice in advanced design and application of theatrical makeup. Assigned to Masquers productions and studio theatre productions. (Formerly Speech 301L Advanced Make-up). PR: Theatre 301.
- 321. Summer Theatre: Rehearsal and Performance** **one-three hours**
Systematic rehearsal and public performance with the Masquers Town and Gown Players (community-college summer theatre). Designed for students who desire concentrated stage training and experience. Roles assigned dependent upon directors' selection and hours credit desired. PR: Auditions.
- 322. Summer Theatre: Production and Management** **one-three hours**
Experiences provided in every phase of theatrical production and some phases of theatre management in conjunction with the Masquers Town and Gown Player (community-College summer theatre). Experiences include set designing and constructing, lighting, costuming, make-up, box office, house managing, and publicity. Assignments dependent upon hours credit desired. PR: Consent.
- 336. Play Directing** **two hours**
Principles and techniques of play directing. Special attention given to directing problems in educational theatre: play selection, budgeting, casting, mounting, and staging, public relations, and coordination of crafts. Alternate semesters. PR: Theatre 151, 152 and/or Theatre 251 and consent.
- 337. Play Directing Practicum** **one hour**
Direction and public presentation of a one-act play. (Formerly Speech 336L, Play Directing Laboratory). PR: Theatre 336 and consent.
- 338. Children's Drama** **three hours**
A lecture course providing an introduction to the theories and techniques involved in both creative drama for children and children's theatre. (Formerly Speech 331, Children's Drama). Alternate semesters.
- 339. Creative Drama Practicum** **one hour**
Theories and techniques learned in Theatre 338 are applied in supervised guidance of children in creative drama experiences. (Formerly Speech 331L, Children's Drama Laboratory). PR: Theatre 338 and consent.

- 340. Children's Theatre Practicum** one hour
 Practical application of theories and techniques of children's theatre through performing with or working technical crews for Masquers, Jr. (children's theatre) productions.
- 352. Theatre Workshop I-IV** one-four years
 Crew work is assigned to Masquers productions, studio theatre productions and/or reader's theatre. Opportunities for experience in all areas of technical theatre such as scenic construction, property, lighting, costume, and sound crews, depending upon the proficiency of the student. No more than one hour can be earned during a semester. Open to juniors and seniors. (Freshmen and sophomores, see Theatre 152).
- 423. Oral Interpretation Practicum I-IV** one-four hours
 Preparation for and participation in public performances and inter-collegiate competitions and festivals in oral interpretation, dependent upon proficiency level. Maximum credit earned a semester is one semester hour. Open to juniors and seniors. (Freshmen and sophomores, see Theatre 223). PR: Theatre 222 and/or consent.
- 441. Directed Study in Theatre** one-four hours
 The student selects directed study in any area of theatre which is not treated in the drama course offerings. Course designed by student and selected faculty with approval of department chairman. Maximum credit earned a semester is one hour. PR: Consent of instructor.
- 452. Acting Workshop I-IV** one-eight hours
 Public performance or the equivalent in Masquers' dramatic productions. One to two credit hours may be earned a semester. Open to juniors and seniors. (Freshmen and sophomores, see Theatre 252). PR: Consent.

Veterinary Assistant Technology

(Division of Allied Health)

- 103. Introduction to Animal Technology** four hours
 Two hours of lecture and two labs per week. Students will learn veterinary record keeping procedures, kennel management, hospital and laboratory sanitation, techniques of small animal restraint, drug administration, temperature taking, bioethics, narcotic laws, veterinarian technician practice acts, radiographic techniques, animal nutrition, animal reproduction, and job opportunities in animal technology. PR: Admission into Program.
- 199. Special Topics in Veterinary Assistant Technology** one-twelve hours
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 201. Veterinary Laboratory Techniques I** four hours
 Students will learn techniques in anesthesia for surgery preparation, examination of animals, serology, urinalysis, parasitology, breeds and breeding, laboratory animal medicine, large animal techniques, and clinical chemistry. Two hours of lecture and two laboratories per week. PR: VAT 103.
- 202. Veterinary Laboratory Techniques II** two hours
 Students will study clinical techniques. One hour lecture and one laboratory per week. PR: VAT 201.
- 261. Veterinary Preceptorship I** twelve hours
 Students will spend a minimum of eight hours a day, four days a week with a clinical veterinarian. PR: VAT 201.
- 262. Veterinary Preceptorship II** fifteen hours
 Students will spend a minimum of eight hours a day, five days a week with a clinical veterinarian to apply training. PR: VAT 202 and VAT 261.

Student Services and Organizations

Fairmont State College maintains many services to all students with the objective of assisting each student to adjust to his college environment. The Office of the Dean of Student Affairs coordinates and assumes responsibility for all activities and services directly affecting the welfare of each student. Such responsibilities include: health and food services, counseling center, freshman orientation, placement service, student employment, financial aid, student insurance, housing, social organizations, student government, and bookstore services.

Institutional Testing Program

Several standardized comprehensive tests are essential for special groups of students.

American College Testing Program (ACT)

This test is required of all entering Freshmen. Registration for classes is contingent upon completing this test.

College Level Examination Program (CLEP)

This test is available for students to obtain credit in specific courses. It is given the third week of each month. Information and applications are available in Student Affairs.

Graduate Record Examination (GRE)

This test is optional for students graduating with a Bachelor of Arts Degree (non-teaching) or Bachelor of Science Degree who expect to attend graduate school. This should be taken during the Senior year.

National Teachers Examination (NTE)

This test is required of students graduating with a Bachelor of Arts Degree in Education. These students must take the examination during the final semester or term of their Senior year.

Undergraduate Program Area Tests

This test is required of teacher education students upon completion of forty-eight (48) semester hours and prior to enrollment in Education 302. Tests for the Humanities, Natural Sciences and Social Sciences are required.

Housing

Pence Hall is a modern dormitory providing living quarters for 132 men and a full-time resident director. It is located on the hill above the main portion of the campus and commands a splendid view of much of the campus and surrounding area.

Two modern, conveniently located residence halls are available for women. On campus are two dormitories—Morrow Hall, which was built in 1922 and renovated and refurnished in 1959, and North Hall which was completed in September, 1964.

Morrow Hall provides living quarters for 122 women and a full-time resident director, and North Hall provides quarters for 150 women and a full-time resident director.

Standards for Residence Hall Life

1. All unmarried freshmen students who do not commute, or who do not reside with their families, are required to reside in a living-learning center of college housing so long as space is available.
2. All residence hall assignments are made for the entire academic year; and a student may not move or transfer from any residence hall, except to graduate, to withdraw for the remaining part of the academic year, or to marry and live with spouse.
3. Applicants for room reservations must pay an \$80 deposit at the time of application; this fee will be credited to the applicant's room rent account. Notice of cancellation must be received by the Office of Associate Dean of Students by June 15 or the \$80 deposit is forfeited. A \$20 breakage fee shall be deposited at the time of registration; this fee, less any damages, will be returned at the time of withdrawal from the residence.
4. All applicants for rooms and their parents or guardians are responsible for being familiar with the requirements for dress, the purchase of meal tickets, the code of behavior, and all other regulations that are listed and explained in residence hall handbooks.
5. The College reserves the right to limit to a certain class (freshmen) the dormitory rooms under its control.
6. The College reserves the right to limit the number of out-of-state students accepted to live in the residence halls under the control of the College.
7. Students who live in Pence, Morrow, or North Hall must buy a meal ticket for the Dining Hall. No evening meal will be served in the Dining Hall on Sunday.
8. Students who live in Pence, Morrow, North or Morgan Hall must subscribe to a linen service that supplies fresh bed linens and towels weekly.
9. A student who is absent from a residence hall for seven or more consecutive days will not be charged for meals, provided that the Food Service Director is notified in advance. No deduction in room rent, however, will be allowed regardless of the cause of absence. There is no refund of room rent to students changing residence during a term or semester, or to students withdrawing during a term or semester.

An exception to the no refund policy for room rent will be made and a refund granted if the following conditions are met.

1. In the case of male students, Pence Hall must be 100% occupied and in the case of female students, both Morrow and North Hall must be 100% occupied.
 2. There must be available an alternate student to occupy the vacancy. The alternate student must pay the room rental and occupy a place in the dormitory bringing the occupancy back to 100% before the refund will be granted.
 3. The refund will only represent that percentage of the total which is remaining within the semester based on the day official notice was given to vacate.
10. Room rental must be paid in full for a semester on or before registration day, and a meal ticket for half-semester or semester must be paid for on or before registration day.

11. Residence halls will be closed during the spring recess and during the Thanksgiving and Christmas vacations.
12. In cases where a preponderance of circumstantial evidence of stealing exists, the student's room will be searched in accordance with the *Student Handbook*.
13. Any residence hall student who is suspended or expelled from Fairmont State College for disciplinary reasons or any student who is given a choice of withdrawing from the College or appearing before the Hearing Board and who chooses to withdraw voluntarily instead of appearing before the Hearing Board, shall lose all rights to a refund of any tuition, fees, residence hall rent, or other payment made to the College.

Placement Service

A job placement service is available in Student Affairs to all persons graduating from the college and to those who receive teaching certificates through the College's recommendation. All seniors are urged to register prior to graduation. Alumni who hold degrees or certificates are welcome to register. Assistance in placement in all fields of employment is offered.

Freshmen Orientation

Freshmen arrive on the campus in advance of other students. It is at this time that freshmen become acquainted with the campus, buildings, the academic program, various student activities, and student welfare in general. After scheduling classes, they become formally registered for their first semester of college work. Throughout the orientation period, freshmen are assisted and guided by trained student counselors who are sympathetic to the individual problems of students.

General Regulations

In matters concerning student rights, responsibilities, and social conduct, special reference should be made to the published *Student Handbook*.

Student Automobile Regulations

Because of the large number of cars used by students, traffic on the college campus is seriously congested. In the interest of safety and service, rigid regulations have become necessary. All parking is limited to defined areas, and restricted parking is established in certain areas.

Specific reference should be made to the published handbook *Parking Regulations*.

Health Service

A physician and two registered nurses are available to examine and advise students in matters pertaining to their health. On school days from 8 a.m. until 7 p.m., a nurse is available in the college clinic in the Colebank Gymnasium for first aid and for the treatment of minor ailments of students and faculty. The college physician has regular campus office hours.

Group student hospital insurance is available to all full-time students at a very reasonable rate. Each prospective student is mailed information pertaining to this insurance prior to the opening of College in the fall.

Food Service

Buffet style breakfast, lunch, and dinner are served daily in the College Dining Hall with the exception of an evening meal on Sunday. Menus of a variety of foods are carefully planned to provide nutritive diets with an attractive service at a reasonable price.

Student Center Building

The Student Center is a modern, spacious building centrally located on the campus.

On the ground floor, a large area has been provided for the Bookstore and recreational rooms. The recreational rooms are available to students for playing pool, ping pong, chess, checkers and watching television. The campus snack bar is located on the second floor, providing fountain service, soft drinks, coffee, cigarettes and confections. Also on this floor are the Student Government office and three study areas for the students. A check cashing service is available from 8 a.m. until noon and 1 p.m. until 4 p.m. for students only. The top floor contains the ballroom with facilities for events such as teas and receptions. All facilities of the Student Center are available to student groups for meetings, parties, dances and other social affairs.

Bookstore

The Bookstore is located on the ground floor of the Student Center. All books, stationery, school supplies and various equipment that students need for classes may be purchased here. Also found here are items such as greeting cards, college jewelry, sweat shirts, jackets and various other items commonly sought on every campus.

Subscriptions for many magazines and a daily photo service are available. Stamps may be purchased and packages weighed for mailing. A printing service for napkins and match covers is available to college organizations.

Library Services

The library occupies the second and third floors of the Library/Learning Resources Center Building. The library facility features individual study carrels, many of which are equipped for the use of audio-visual materials.

The library is supportive of the academic programs of the College and therefore acquires a variety of informational resources. Books, journals and audio-visual materials pertaining to all areas of the curriculum are available. Moreover, materials not owned by the library may be secured through interlibrary loans.

The library presently contains some 150,000 volumes and subscribes to 712 periodicals. Many books and journals are maintained in microform for which the library provides appropriate reading facilities. As a selective depository for U.S. government documents, the library houses a collection of 10,449 government publications. Collections of filmstrips, kits, cassettes, records, slides, transparencies and other media are also housed in the library. All library materials are shelved in open stacks and are directly accessible to students and faculty.

The library fosters its role as an information agency by emphasizing personalized bibliographic and reference services to students and faculty. Trained personnel are always on duty when the library is open to encourage and assist individuals in their pursuit of information.

Learning Resource Center

The Learning Resource Center occupies the first floor of the Library/Learning Resource Center Building and is responsible for the coordination, design, and application of educational technology for the institution. Specialized personnel and facilities provide for the design and production of a wide range of audio/visual, graphics, and television learning materials. The LRC provides an extensive on-campus equipment repair service. The LRC also maintains a 16mm educational film library available to students and faculty.

Student Government Organizations

The Student Government Organization is composed of all students regularly enrolled in Fairmont State College. All of its officers are students and all business is conducted by them. Through this organization student programs and many other activities are undertaken. A student activity fee is collected from all students. This fee covers the cost of student activities and entitles the student to attend all athletic contests, major dramatic productions, and other special programs and to copies of the college newspaper and yearbook.

Student Government

The Student Government is the executive board of the student government organization. It consists of five student body officers, all class presidents, vice presidents, four representatives-at-large; chairman of the Student Advisory Council and one faculty advisor appointed by the President of the College.

Clubs, Honor Societies, and Social Organizations

Fairmont State College students have organized a number of clubs and honor organizations for the promotion of interest in various subject matter fields, for the recognition of outstanding achievement in various campus activities, and for general social purposes. A list of the currently active organizations of this character can be found in *The Student Handbook*.

Religious Interests

Fairmont State College maintains a close relationship with the religious organizations of the city, including the Greater Fairmont Council of Churches. Announcements of services and special programs are posted on a bulletin board in the Administration Building.

Organized groups on campus are the Newman Center sponsored by the Roman Catholics, the Wesley Foundation sponsored by the United Methodist, United Presbyterian, Presbyterian U.S., Christian (Disciples of Christ) and Episcopal Churches, United Ministries in Higher Education, and the Intervarsity Christian Fellowship. Services of ministers are available to the campus at all times through the Associates Campus Ministry. The Associates serve as the liaison for religious interests with the Administration.

Publications

The Columns is the student newspaper published weekly throughout the regular college year with the exception of examination and vacation periods. The Publication Board, representing students and faculty, approves the selection of staff members.

from a list presented to the Board by the faculty adviser. Consideration is given to those students who have done acceptable work in journalism or who have had practical experience on publications. *The Columns*, named for the eight stately columns at the front of the Administration Building, is financed by student fees and advertising.

The Mound is published annually by the students. The administrative officers of the staff are approved by the Publications Board from a list presented to the Board by the faculty adviser. All phases of college life are depicted in the annual, largely by pictures, named from an historic spot on a former campus, is financed by student fees and advertising. Both the student newspaper and yearbook are under the direction of the Office of Publications, 121 LRC.

The Student Handbook, compiled annually under the direction of the Student Council, contains valuable information about Fairmont State College and its varied student activities.

The Student Bulletin is posted on the bulletin boards located prominently in each building. This bulletin carries announcements of all student activities. Material for the *Student Bulletin* should be left with the Dean of Student Affairs by noon Thursday. Bulletins are posted Friday morning for the following week. Students should consult the bulletin boards daily for important announcements.

Music Organizations

The Fairmont State College Marching and Concert Band is a uniformed band which presents concerts in Fairmont and other communities. This organization is open to both men and women.

The musical organizations of Fairmont State College—the Chorus and the Collegiates—provide opportunities for students interested in group singing. These groups present programs at the College assemblies, in neighboring communities, and on the radio. They also give annual public concerts. The Chorus is open to all students, but the “Collegiates” is composed of selected members of the College chorus. Operas are produced annually. The College-Community Symphony Orchestra is open to all students and members of the community.

Students may participate in college ensemble programs including the Stage Band and String, Brass, Woodwind, and Vocal Advanced Ensembles.

Forensics

(Public Speaking and Debate Activities)

Traditionally Fairmont State College offers a varied program for all students interested in public speaking and debate. Participation in all of these activities is open to any student at Fairmont State College. All activities are under the direction of the Speech Communication and Theatre faculty.

The *Intercollegiate Debate Squad* annually participates in 15 to 25 intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. The debate squad also sponsors and participates in public exhibition debates, television and radio presentations.

Students may participate in intercollegiate public speaking contests in oratory, extemporaneous speaking, persuasive speaking, student congress, and group discussion. Locally students have an opportunity to compete with original oratory for cash awards in the M.M. Neely Oratory Contest each spring.

The FSC Chapter of Delta Sigma Rho-Tau Kappa Alpha, the national forensics honorary, recognizes outstanding students through membership in the local chapter.

Theatre

Fairmont State College traditionally offers an active theatre program for performer, technician, and theatre-goer.

The *Masquers*, since 1923 the student theatrical production organization, present a season of plays, varied in style and period, usually in Wallman Hall during the fall and spring semesters. The plays are directed, designed and supervised by the Speech Communication and Theatre faculty. Acting roles and positions on the production crews are open to the student body on a voluntary or course credit basis. Performances are open to the public. Membership in *Masquers* is open to the student body and is earned through participation with the college theatrical productions.

The *Masquers Town and Gown Players*, since 1960 have presented a season of plays during the summer months. Students enrolled in summer Theatre courses work along with members of the Resident Company (selected experienced students receiving a grant for full-time acting and technical work) and members of the community to bring a season of light summer theatre fare (comedies, musicals, children's plays) to Northern West Virginia theatre-goers and to provide a cultural, recreational, and educational outlet for all participants. The plays are directed, designed, and supervised by the professionally trained members of the Speech Communication and Theatre faculty and/or guest artists. Acting roles and positions on production crews are open to the public as well as to the students, faculty, and staff at Fairmont State College on volunteer or credit basis.

The *Masquers, Jr.*, periodically present a play for a children's audience. It is produced in conjunction with Theatre 340, Children's Theatre Practicum, but participation through acting roles and production crews is often open to the student body.

The Studio Theatre presents student directed and faculty directed presentations in a studio/experimental setting in Room 314FA. Acting roles and positions on production crews are open to the student body.

The *Masquers Reader's Theatre* provides theatre presentations in conjunction with Theatre 221, 222, and 223. These performances are open to the public. Also, an active program in intercollegiate oral interpretation is offered to all students.

Radio and Television

"Campus Highlights," a bi-monthly radio program, is produced by the Radio/TV area of the Speech and Drama Department. It has been a regular feature of Radio Station WMMN since 1929. These programs are for the most part student production. Any student at Fairmont State College may take part in the "Campus Highlights" series.

Several broadcast courses are offered which allow the student to become familiar with all major aspects of the educational and commercial broadcast industry. Complete audio and video tape facilities are available in a "learning laboratory" for the students involved in any of the various radio-television classes. For further information contact the Chairman of the Speech and Drama Department in Room 310 FA.

Several broadcast courses are offered which allow the student to become familiar with all major aspects of the educational and commercial broadcast industry. Complete audio and video tape facilities are available in a "learning laboratory" for the students involved in any of the various radio-television classes. For further information contact the Coordinator of the Speech Communication and Theatre Department in Room 310 FA.

Intramural Sports

A regular program of intramural sports is sponsored for the benefit of all students. Teams, contests, and various activities are organized for competitive play among the various groups and organizations. The pool is open for intramural and recreational swimming at certain times. Such facilities as the conditioning room are open for individual and group participation. This is under the supervision of staff members who direct the overall program. Individual participation with selected equipment is offered for those interested and concerned with their own development, and not with team participation.

The intramural program includes the following activities: flag football, tennis, volleyball, basketball, wrestling, bowling, golf, softball, horseshoes, outdoor track, badminton, swimming, archery, and foul throwing.

Intercollegiate Sports

Fairmont State College sponsors an intercollegiate athletic program in football, basketball, baseball, cross country, golf, tennis, soccer, swimming, bowling, track; and wrestling. There are fine indoor and outdoor facilities and equipment for physical education and recreation. Every young man in college is free to participate in any one or more of the intercollegiate sports and in all recreational activities. The intercollegiate athletic program for women includes tennis, basketball, hockey, volleyball, softball, and swimming.

Athletic Policy

The program of intercollegiate sports at Fairmont State College is supervised by a Director of Athletics. He is assisted in the planning of the program by an athletic committee of the general faculty.

The general objectives of the intercollegiate sports program at Fairmont State College are to teach young men and women the values of sportsmanship, good physical conditioning, and the disciplinary and social values of organized team play. Specific values include the training afforded prospective coaches and physical education instructors through participation, and the possible acquisition, to some extent, of experiences and skills which may furnish recreational outlets following graduation.

In pursuance of the policies recommended by the North Central Association, the following minimum standards governing intercollegiate athletics are maintained:

1. The ultimate responsibility for the conduct of the athletic program rests with the President.
2. The members of the coaching staff are regular members of the faculty and have the same professional status, qualifications, salaries, and tenure as other faculty members.
3. Students participating in athletics are admitted by the Director of Admissions on the same basis as other students. Athletes are required to maintain the same academic standards as non-athletes.
4. The award of scholarships, student loans, and student employment to an athlete is made through the same agency of the College and on the same basis as grants of aid to all other students. All employed students are required to give full and honest work for pay received.
5. All athletic funds are handled by the Business Office of the College. An audit of the receipts and disbursements of these funds is made annually by the Legislative auditors.

6. An effort is made to compete only with colleges having similar education and athletic policies.
7. Fairmont State College is a member of the West Virginia Intercollegiate Athletic Conference and the National Association of Intercollegiate Athletic and athletic participation is regulated and controlled by the eligibility rules of the Conference. Copies of these rules are on file in the Office of the Director of Athletics.

Awards

At Recognition Day exercises, held near the close of each college year, awards are granted to students for outstanding achievements in various campus activities. Among these awards are the following:

For outstanding achievements in scholarship, leadership, service, and character gold keys are presented to the Outstanding Seniors, selected by a faculty-student committee; certificates to the seniors elected to Who's Who Among Students American Colleges and Universities; American Legion Medals to a senior man and a senior woman; MENC plaques presented to outstanding senior and freshman music majors.

Medals and other prizes are presented to outstanding students in business administration, science, secretarial practices; cash awards by the Fairmont Woman's Club to the best freshman writer, to the most worthy senior girl by the American Association of University Women's Club through their Edna Earl Lowe Memorial fund, the Kappa Delta Pi—SEA award for the outstanding graduating seniors in elementary and secondary education.

Athletic awards are usually made during special sessions at athletic contests or at the annual athletic banquet.

Alumni

The Alumni Association of Fairmont State College is the official organization of all graduates and former students of the "old" Fairmont State Normal School, Fairmont State Teachers College, and Fairmont State College.

The history of the Alumni Association goes back almost to the founding of the institution. A meeting was held on Commencement Day, June 27, 1873, at which time the twenty-nine graduates formed the Association.

Events of special interest to alumni include the Annual Homecoming celebration during the fall semester. Festivities begin on Friday evening and continue through Saturday and include a parade, dinner banquet, business session and dance. During commencement weekend the class of 50 years ago return to the campus for a day's visit and dinner as guests of the Alumni Association and the college. This group of alumni who graduated 50 years ago or more automatically become members of the Emeriti Club. The unit was formed in 1963.

Information concerning the Alumni Association may be had by writing to the Alumni Secretary, Fairmont State College, Fairmont, West Virginia, 26554.

Directory

The Governing Board West Virginia Board of Regents

	Term Expires
Andrew L. Clark, <i>president</i> , Princeton	1979
Carl T. Andrews, <i>vice president</i> , Berkeley Springs.....	1979
Amos A. Bolen, <i>secretary</i> , Huntington.....	1979
F. L. Blair, M.D., Parkersburg.....	1981
Edward H. Green, Huntington.....	1981
Albert M. Morgan, Morgantown.....	1981
Wesley Seibert Farnsworth, Wheeling	1983
The Reverend Paul J. Gilmer, Charleston.....	1983
Russell L. Issacs, Charleston.....	1983
Faculty Representative (<i>ex-officio</i>)	
Student Representative (<i>ex-officio</i>)	
Daniel B. Taylor, State Superintendent of Schools, Charleston, (<i>ex-officio</i>)	
Ben L. Morton, <i>Chancellor</i> , Charleston	

Fairmont State College is a state-supported institution operated under the governance of the West Virginia Board of Regents. The Board consists of nine members appointed by the Governor and confirmed by the Senate. There are also three ex-officio members. The Chancellor is the chief executive officer of the Board and the chief executive officer of the state system of higher education. The State Superintendent of Schools is an ex-officio non-voting member.



Administration and Staff Directory

PRESIDENT OF THE COLLEGE	Wendell G. Hardway, Ph.D.
ASSISTANT TO THE PRESIDENT	Lois M. Laughlin, M.A.
ACADEMIC AFFAIRS, Vice President for	William A. Boram, Ph.D.
Assistant to Vice President for	H. Dean Peters, Ph.D.
ADMISSIONS, Director of, and Assistant Registrar	John G. Conaway, M.A.
ATHLETICS, Director of	Colin T. Cameron, M.A.
BLACK STUDENTS, Coordinator of	Carl M. Hunt, Ph.D.
COMMUNITY COLLEGE, Dean of	Paul E. Edwards, Ph.D.
Clarksburg Center, Director of	Robert M. Stemple, M.A.
COMPUTER CENTER, Director of	Edward S. Bock II, M.S.E.
Assistant Director of	George Tilko, B.S.
FINANCE AND FACILITIES, Vice President for	K. Edward Grose, M.A.
Assistant to Vice President for	Homer W. Cox, B.S.
FOOD SERVICE, Director of	Frank Pulice Jr., B.S.
FOUNDATIONS PROGRAM, Director of	Elizabeth Balser, Ed.D.
LEARNING RESOURCE CENTER, Director of	Charles G. Manly, M.A.
LIBRARY, Director of	Robert G. Masters, M.A.
PHYSICAL FACILITIES, Director of	Harold P. Lawsc
PUBLIC RELATIONS AND DEVELOPMENT, Director of	Rebecca L. Byrd, B.S.
REGISTRAR and Director of Management Informations Systems	Billy G. Dunn, Ed.D.
SECURITY, Chief of	Benny Tes
STUDENT AFFAIRS, Vice President for	George E. Cannon, M.A.
Counselors, Coordinator of	William D. Shaffer, M.A.
Counselors	William F. Julian, M.A.
Blair Montgomery, M.A.	
Michele Stump, M.A.	
Student Services Assistant	Ann Lester, B.S.
STUDENT CENTER AND BOOKSTORE, Director of	Stanley Groves, M.A.
STUDENT HEALTH SERVICE, Director of	James R. Dollison, M.A.
TEACHER EDUCATION, Dean of	Harry J. Hadley, Ed.D.

Academic Divisions

DIVISION OF ALLIED HEALTH, Carol S. Scott, M.A.

Emergency Medical Services	Nursing
Medical Laboratory Technology	Respiratory Therapy Technology
Medical Records Technology	Veterinary Assistant Technology
Nurse Anesthesia	

DIVISION OF COMMERCE, Fred W. Schaupp, Ed.D.

Business Administration	Economics
Business Education	Secretarial Studies

DIVISION OF EDUCATION, Harry J. Hadley, Ed.D.

Elementary Education	Secondary Education
Early Education	Special Education

DIVISION OF FINE ARTS, Leta N. Carson, Ph.D.

Art	Speech Communication
Music	Theatre

DIVISION OF HEALTH, PHYSICAL EDUCATION, RECREATION, AND SAFETY, David R. Bohnke, Ph.D.

DIVISION OF LANGUAGE AND LITERATURE, Byron Jackson, Ph.D.

English	Journalism
French	Library Science
German	Spanish

DIVISION OF SCIENCE AND MATHEMATICS, William D. Ruoff, Ph.D.

Biology	Mathematics
Chemistry	Physical Science
Geology	Physics

DIVISION OF SOCIAL SCIENCE, Yu San Wang, Ph.D.

History	Psychology
Geography	Public Safety
Philosophy	Sociology
Political Science	

DIVISION OF TECHNOLOGY, James A. Hales, Ed.D.

Engineering Technology	Technology Education (Industrial Arts)
Home Economics	

Faculty

- AMOS, RAYMOND E., Jr., (1965), *Coordinator, Biology; Professor of Biology; B.S., Fairmont State College; M.S., Ph.D., West Virginia University.*
- ASHTON, JOHN H., (1970), *Assistant Professor of Music; B.F.A., M.F.A., Carnegie-Mellon University.*
- BALSER, ELIZABETH H., (1971), *Director, Foundations; Associate Professor of English; A.B., M.A., Ed.D., West Virginia University; Ph.D., Michigan State University*
- BATSON, DAVID C., SR., (1969), *Associate Professor of Technology; B.S., M.A., West Virginia University.*
- BAUER, ROBERT, (1971), *Coordinator, Psychology; Associate Professor of Psychology; A.B., University of South Florida; Ph.D., University of Tennessee.*
- BENNINGFIELD, DOROTHY M., (1977), *Instructor of Commerce; B.S., Campbellsville College; M.A., Marshall University.*
- BOCK, EDWARD E., II, (1967), *Director, Computer Center; Assistant Professor of Commerce; B.S.E.E., M.S.E.E., West Virginia University.*
- BOHNKE, DAVID R., (1974), *Chairman, Division of Health, Physical Education, Recreation and Safety; Professor of Physical Education; B.S., Slippery Rock State College; M.A., University of Iowa; Ph.D., Ohio State University.*
- BORAM, WILLIAM A., (1963-67; 1970), *Vice President for Academic Affairs; Professor of English; B.A., Glenville State College; M.A., West Virginia University; Ph.D., University of Pittsburgh.*
- BOYLE, DIANA L., (1977), *Instructor of Nursing; B.S., West Virginia University.*
- BROOKS, JAMES D., (1964), *Professor of Art; B.F.A., M.F.A., University of Iowa.*
- BROWN, WILLIAM N., (1976), *Associate Professor of Biology; B.S., M.S., Birmingham-Sou. College; Ph.D., University of Georgia.*
- BUNDY, JOSEPH, (1965), *Professor of Health Education; B.S., Fairmont State College; M.S., Ed.D., West Virginia University.*
- BURNS, RUTH A., (1965), *Assistant Professor of Commerce; A.B., Fairmont State College; M.A., West Virginia University.*
- BYERS, GEORGE F., (1971), *Associate Professor of English; A.A., Vincennes University; A.B., M.A., Ph.D., Indiana University.*
- CAMERON, COLIN T., (1977), *Director of Athletics and Associate Professor of Physical Education; B.S., Springfield College; M.S., Michigan State University.*
- CAMERON, ROBERT B., (1972), *Associate Professor of Psychology; B.S., Lewis and Clark College; M.S., Ph.D., University of Kentucky.*
- CANNON, GEORGE E., (1962), *Dean, Student Affairs; Associate Professor of Psychology; A.B., Fairmont State College; M.A., West Virginia University.*
- CAPLAN, DEBORAH M., (1976), *Instructor of Nursing; B.S., West Virginia University.*
- CARSON, LETA N., (1978), *Professor of Music and Chairwoman of Fine Arts Division; B.Mus., Texas Christian University*
- CATHER, H. DOTSON, (1976), *Associate Professor of Technology; B.S.M.E., M.S.M.E., West Virginia University.*
- CHURCH, SAMUEL M., (1970), *Associate Professor of Psychology; A.B., M.S., Ph.D., West Virginia University.*
- CLAREMONT, EDWARD B., (1977), *Coordinator and Assistant Professor of Respiratory Therapy; A.A., St. Joseph River Junior College; B.A., University of California at San Diego; M.M.S., Emory University.*
- CLAYTON, JACK A., (1976), *Instructor and Coordinator of Public Safety; B.A., Fairmont State College.*
- CLOVIS, JOHN C., II, (1970), *Associate Professor of Art; B.S., M.A., West Virginia University.*

- COLEBANK, CARL A., (1976), *Assistant Professor of Education*; B.S., M.S., Ed.D., West Virginia University.
- COLEMAN, JAMES E., (1968), *Professor of Chemistry*; B.S., M.S., Louisiana State University; Ph.D., Ohio State University.
- CONAWAY, JOHN, (1971), *Assistant Registrar and Director of Admissions; Assistant Professor of Education*; A.B., Fairmont State College; M.A., West Virginia University.
- CUNNINGHAM, GLENNIS H., (1972), *Coordinator, Elementary Education; Professor of Education*; B.A., Glenville State College; M.A., Ed.D., West Virginia University.
- DODGE, MARGARET R., (1965), *Assistant Professor of Nursing*; B.S., West Virginia University; M.S., University of Maryland.
- DUMIRE, JANE E., (1966), *Co-ordinator — Journalism and Director of Publications; Assistant Professor of English and Journalism*; B.A., Bethany College; M.S., West Virginia University.
- DUNLEVY, JAMES O., (1965-69; 1972), *Assistant Professor of Mathematics*; B.A., College of Stubenville; M.A., Arizona State University.
- DUNN, BILLY G., (1956), *Registrar and Director of Management Information Systems; Professor of Commerce*; B.S., Concord College; M.S., University of Kentucky; Ed.D., West Virginia University.
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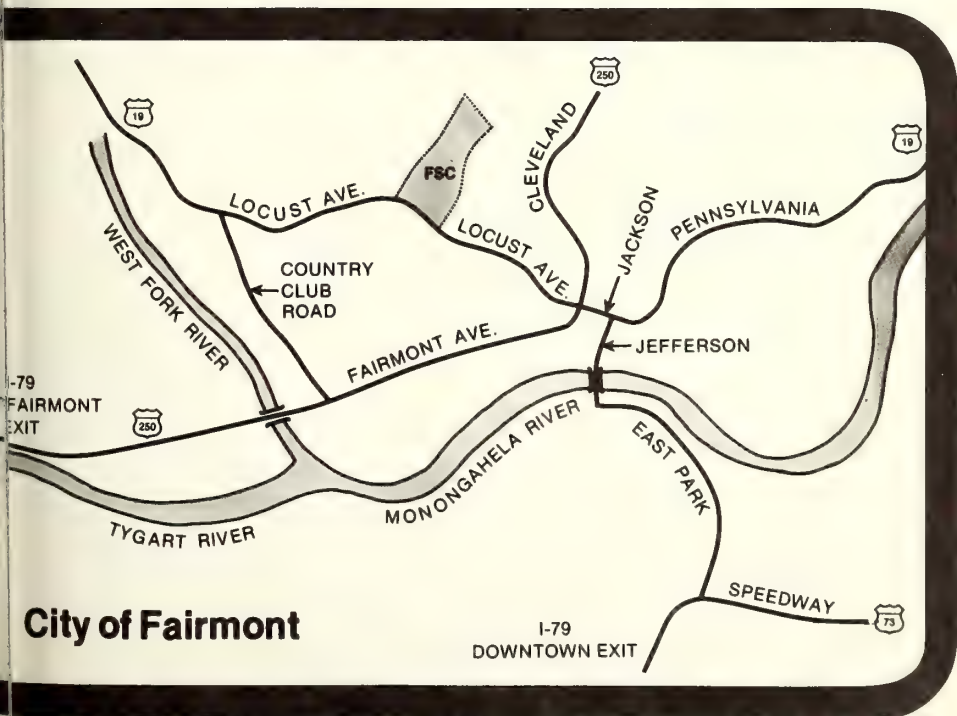
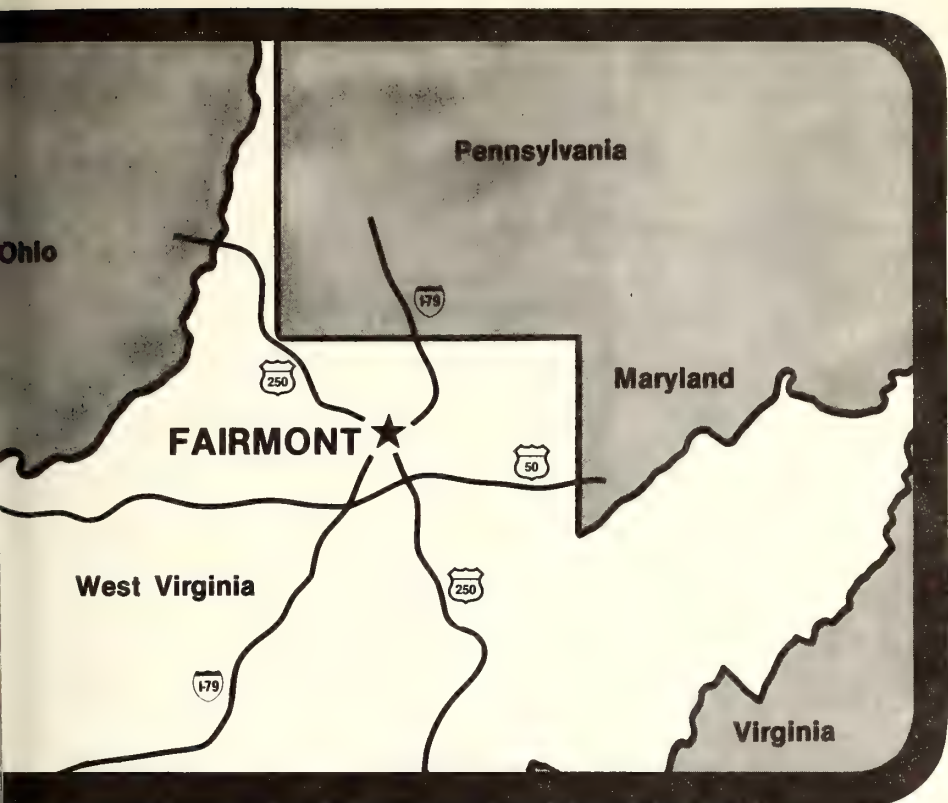
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Correspondence Directory

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as
 indicated below:

Admissions

For everything concerned with
 the admission of students, in-
 cluding requests for the college
 catalog and other publications,
 academic credits and information
 about fees Registrar and Director of Admissions
Administrative and General
College Policy President

The Faculty, Curricula, Instruc-
tion, Summer Session Vice President for Academic Affairs

College Fees Vice President for Finance and Facilities

Publicity, Alumni Activities, Coordinator of Public Relations and
and Development Development

Community College and
Continuing Education Dean of the Community College

Guidance and Counseling Student Affairs Office

Housing Student Affairs Office

Scholarships, Loan Information, and
Student Employment Student Affairs Office

VISITORS

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students who will notify the College in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.



Fairmont State College Catalog 1980-82

Fairmont, West Virginia 26554

Volume 102, Number 1

May, 1980

FAIRMONT STATE COLLEGE LIBRARY

Statement of Catalog Policy

It is the responsibility of students to be aware of official college policies and meet requirements in the catalog. The catalog should be studied and retained. This catalog provides the best possible current information on practices and intentions of the College. While no major changes are anticipated, the College reserves the right to change provisions or requirements at any time. Catalog revisions and supplements are issued periodically and may be obtained from the Registrar. Each student should keep informed of current degree, curriculum, and course requirements. The academic advisors and appropriate administrative offices of the College may be obtained from the Registrar. Each student should keep informed of current degree, curriculum, and course requirements. The academic advisors and appropriate administrative offices of the College may be consulted for further information.

A student who enrolls at Fairmont State College shall follow the provisions of the catalog in use at the time of his admission or any subsequent catalog, providing he adopts all of the subsequent catalog. Transfer students will use the catalog current at the time of their admission to the previous institution, provided that the graduation date would be not more than seven years from the date of first enrollment in college.

Any student who has interrupted his schooling for more than one year will become subject to the provisions of the current catalog. An exception will be made if the interruption is caused by service in the armed forces.

All students seeking readmission as a result of academic suspension will be enrolled under the current catalog.

Policy on Equal Opportunity

Fairmont State College is an equal Opportunity-Affirmative Action institution. In compliance with Title VII of the Civil Rights Act, West Virginia Human Rights Act, Title IX (Educational Amendments of 1972), Section 504 of the Rehabilitation Act of 1973, and the other applicable laws and regulations, the College provides equal opportunity to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications and merit without regard to race, sex, religion, age, national origin, or handicap, as identified and defined by law.

The College neither affiliates knowingly with nor grants recognition to any individual, group or organization having policies that discriminate on the basis of race, color, age, religion, sex, national origin, or handicap, as defined by applicable laws and regulations.

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CALENDAR FOR 1980-1982

1980

JUNE

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First Summer Term 1980

June

2 Monday
3 Tuesday
6 Friday

Registration Day
Classes Begin
Applications for Summer
Graduation Due

July

3 Thursday

First Summer Session Ends

Second Summer Term 1980

July

7 Monday
8 Tuesday

Registration Day
Classes Begin

August

8 Friday

Second Summer Session Ends

Fall Semester 1980

August

17 Sunday
18 Monday
18 Monday
19 Tuesday
20 Wednesday

Dormitories Open
Orientation
Evening Registration
Registration Day
Classes Begin

September

1 Monday

Labor Day, No Classes

October

10 Friday
10 Friday

Mid-Semester
Applications for December
Graduation Due

November

26 Wednesday

Thanksgiving Recess
Begins 5:00 p.m.

December

1 Monday
8-12
Monday-Friday

Classes Resume 8:00 a.m.
Final Examinations

Spring Semester 1981

January

11 Sunday Dormitories Open
12 Monday Registration (Regular & Evening)
13 Tuesday Classes Begin

March

6 Friday Mid-Semester
6 Friday Applications for May
Graduation Due

April

16-21 Easter Vacation, No Classes
Thurs.-Tues. Classes Resume 8:00 a.m.
22 Wednesday

May

4-8 Final Examinations
Monday-Friday Commencement 10:00 a.m.
9 Saturday

First Summer Term 1981

June

1 Monday Registration Day
2 Tuesday Classes Begin
5 Friday Applications for Summer
Graduation Due

July

3 Friday First Summer Session Ends

Second Summer Term 1981

July

6 Monday Registration Day
7 Tuesday Classes Begin

August

7 Friday Second Summer Session Ends

1981

JANUARY

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FEBRUARY

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MARCH

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Fall Semester 1981*August*

16 Sunday

17 Monday

17 Monday

18 Tuesday

19 Wednesday

September

7 Monday

October

9 Friday

9 Friday

November

25 Wednesday

30 Monday

December

7-11

Monday-Friday

Dormitories Open

Orientation

Evening Registration

Registration Day

Classes Begin

Labor Day, No Classes

Mid-Semester

Applications for December

Graduation Due

Thanksgiving Recess Begins

5:00 p.m.

Classes Resume 8:00 a.m.

Final Examinations

Spring Semester 1982*January*

10 Sunday

11 Monday

12 Tuesday

March

5 Friday

5 Friday

April

8-13 Thurs.-Tues.

14 Wednesday

May

3-7

Monday-Friday

8 Saturday

Dormitories Open

Registration (Regular &

Evening)

Classes Begin

Mid-Semester

Applications for May

Graduation Due

Easter Vacation, No Classes

Classes Resume 8:00 a.m.

Final Examinations

Commencement 10:00 a.m.

Introduction

The College

Fairmont State College, a coeducational institution offering one-year certificates, two-year associate and four-year bachelor degrees as well as a wide range of continuing education classes, is the largest of the West Virginia State Colleges — largest in numbers of total full time enrollment and largest in number of annual graduates. With a student body that has tripled in size in the last ten years, the college has shown a steady growth in the numbers of students and the geographic area it serves and in the programs and facilities available. Addition of Fairmont Community College as a unit of Fairmont State College is further evidence of continuing progress and traditional service to the community, region and state.

An extensive building program has produced the Fine Arts and Technical-Education Building, Hunt-Haught Science Hall, expansion of the Student Center and renovation of the Administration Building. An addition to the Library more than doubled its size in 1973. Recently completed is a health and physical education building providing space for sports and spectator events as well as a modern and well-equipped teaching facility.

In addition to emphasis on modern facilities, Fairmont State College has preserved and honored its traditions. A one-room school museum on the campus recalls the days when the college served as private teacher training school which began in 1865. It became a state supported normal school in 1867; seventy-six years later, in 1943, it was authorized to offer bachelor of arts and bachelor of science degrees.

Academic excellence and personal growth and fulfillment, the principal purposes of the college, are complemented by active fine arts, publications and sports programs. Year-round contemporary film, lecture and music series are important parts of the social and cultural calendar.

The college's 80-acre campus with its twelve major buildings is beautifully located on a hill overlooking Locust Avenue, Route 19, in Fairmont, West Virginia. Approximately ninety miles south of Pittsburgh on Interstate 79, Fairmont, with a population of about 27,000, is the county seat of Marion County, center of the coal industry of northern West Virginia and operating headquarters of large coal, utility and manufacturing concerns.

Philosophy and Objectives

Fairmont State College, an undergraduate institution operating under the authority of the West Virginia Board of Regents, is governed by its president with the aid and advice of its Citizens Advisory Council, administrators, Faculty Senate, and Student Government.

Offering courses of study leading to baccalaureate degrees in the humanities, social and natural sciences, teacher education, business, industrial technology, and fine arts, the college also conducts programs of career-technical education and grants one-year certificates, the degrees of Associate in Arts, Associate in Science, or Associate in Applied Science after two years of study. Pre-professional study is available in several fields, including medicine, dentistry, law and pharmacy.

Fairmont State College considers that its broad objective is to educate its students as intelligent and productive persons, capable of participating in and understanding the world of the twentieth century. Accordingly, the College seeks to provide a suitable environment for free and responsible inquiry into the nature, sources and implications of human knowledge and culture; and it challenges students to promote their own intellectual, social and personal development.

The College faculty serves this objective by guiding students in acquiring knowledge and by maintaining a dialogue with them. The College fully supports the ideal of a well-educated society and upholds the academic freedom of its faculty and students, confident that the best interests of the community are served when the search for truth is imaginative and vigorous.

The College follows a liberal policy of student admissions and believes that it can help highly-motivated students to overcome many deficiencies in their academic preparation. Because academic standards are high, the Fairmont State College degree represents a level of achievement respected throughout the nation.

The College has a traditional interest in preparing teachers for public schools in West Virginia as well as in other states. Recognizing the importance of able teachers to a progressive society, it requires outstanding academic performance of its teacher candidates and offers them sound professional training for elementary and secondary teaching.

Drawing many students from its immediate vicinity, the College welcomes the enthusiastic support it receives from Fairmont and surrounding areas. In return it participates actively in community projects, shares its programs and facilities with the public and serves the community as a center of information and culture.

Specifically, the mission of Fairmont State College is to provide programs needed by those in its geographic service area, to the extent permitted by its financial and human resources and its assigned role in the state's system of public higher education. This mission is accomplished by meeting these objectives:

- offering a broad range of traditional baccalaureate degree programs in the arts and sciences, teacher education and business administration.
- providing through the Community College component a variety of vocational/occupational programs of two years duration or less.
- providing opportunities for occupationally oriented baccalaureate study through expansion of existing industrial technology programs and the development of additional career-related curricula.
- bringing selected college study opportunities into communities in the college's service region through the use of the mass media, regional educational centers external degree programs and other forms of non-traditional study.
- encouraging a broad segment of the populace, including various age groups and the economically deprived, to avail themselves of educational opportunities.
- serving the greatest number of students by holding college costs at the lowest possible level and providing financial support to those who need it to gain equal access to higher education.
- relating the breadth of the curriculum to the availability of appropriate employment opportunities and the need of business, industrial and public service agencies in the College's service area.
- offering continuing education programs to provide career updating, cultural enrichment and personal skill development.
- providing advisory, counseling and placement services to enable students to make satisfactory decisions about academic and personal problems and to make successful careers and employment choices.
- offering a variety of cultural, recreational and social activities to complement academic pursuits.

Accreditation

Of great importance to the reputation of a college is how it ranks scholastically with other colleges. Accreditation means that a college has been carefully evaluated and approved in its governance, in each curriculum, in the quality of its faculty, in the adequacy of facilities, library, equipment, and laboratories.

To assure its stature and academic excellence, a college obtains accreditation from both regional and national agencies and joins certain accrediting organizations.

Fairmont State College is fully accredited by its accrediting associations — the North Central Association of Colleges and Secondary Schools, the National Council for Accreditation of Teacher Education, and the West Virginia Board of Education.

The College is also a member of the American Association of Colleges for Teacher Education, the American Association of State Colleges and Universities, American Council on Education, National League for Nursing, and American Library Association, West Virginia Library Association and West Virginia Press Association.



ADMISSION

GENERAL ADMISSION PROCEDURE

All students desiring admission to Fairmont State College, whether directly from high school or as transfer students from another college or university or other classification, must file an application for admission on forms provided by the Director of Admissions. All correspondence relative to admission and all credentials in support of an application must be on file at least two weeks prior to the opening of a semester or term.

All credentials submitted in support of an application for admission becomes the property of the College and will not be returned to the student. Such credentials include an official transcript of high school or college grades and an application for admission. The prospective student is responsible for submission of all necessary forms and records in support of an application for admission.

Admission is for one semester or term and may be used only for that time. If the student fails to register during the semester or term for which he has been admitted, he must file another application if he desires admission at a later date.

Any student admitted upon the basis of false credentials will be subject to immediate dismissal from college. Any student admitted without complete credentials will not be permitted to pre-register or register for the next registration period if the credential file is not completed during the initial enrollment period.

Admission does not guarantee housing. Separate applications for dormitory space must be submitted to the Office of Student Affairs.

Any change in local addresses of any student at Fairmont State College must be reported to the Registrar within a reasonable time.

All local addresses must be complete including the address of a student's landlord.

ADMISSION REQUIREMENTS

Admission to Fairmont State College is open to all graduates of approved high schools.

Admission to Fairmont State College does not guarantee admission to specific programs. Admission to specific programs may be restricted due to limitations of staff, physical facilities, and spaces available for practical experience training. The standards and procedures for admission to limited enrollment programs are presented later in this section.

Outstanding high school students may be admitted either in the summer following completion of their junior year in high school or on a part-time basis during their senior year in high school if they meet the following criteria:

1. Have completed the junior year of the curriculum of his high school.
2. Have a B-plus, or better, average on high school subjects.
3. Have the recommendation of the high school principal.
4. File an application for admission.
5. Pay regular college fees.

ADMISSION AS SPECIAL STUDENTS

Admission to Fairmont State College as a special student is open to anyone regardless of previous academic records. Admission as a special student is designed for student

registering for occasional regular college courses with no degree objective or as transient students. Students admitted as special students may complete up to 15 hours of college credit. Completion of more than 15 hours of regular college credit requires that the student apply for admission to Fairmont State College, at that point meeting all the requirements for admission for a specific degree or certificate objective.

MISCELLANEOUS

SPECIAL ADMISSION FOR NON-HIGH SCHOOL GRADUATES

Non-high school graduates may be admitted to Fairmont State College by passing the General Education Development Test. They must be veterans, or persons over 19 years of age, or persons past the age they would have been had they remained in high school until they graduated. Such persons must have been out of school more than one year preceding application for examination. G.E.D. results must be sent directly to the Director of Admissions from the testing center.

Persons who are not high school graduates or who have not passed the G.E.D. test may be provisionally admitted to Fairmont State College as regular students in one or two year vocational/occupational programs. Persons admitted under this provisional admission will not be granted a degree or certificate from Fairmont State College nor may they change degree objectives in the college until they have completed high school graduation or passed the G.E.D. test equivalent.

FOREIGN STUDENTS

In addition to the previously listed admission requirements, a foreign student must demonstrate proficiency in written and spoken English. Such proficiency can be established by scoring at least 500 on the Test of English as a Foreign Language administered by the Education Testing Service of Princeton, New Jersey. The applicant must also provide proof of adequate financial support.

TRANSFER STUDENTS

Any applicant for admission to Fairmont State College who has attended another institution of collegiate rank will be classified as a transfer student. The college does not, under any conditions, disregard college level work earned elsewhere. Credit earned at other accredited colleges and universities will be allowed toward a degree if applicable. To be admitted unconditionally as a transfer student, the student must meet the admission requirements of Fairmont State College, must provide evidence that he is in good standing at the institution last attended, and ordinarily must have maintained a 2.0 or better average on all college work previously attempted.

Credits and grades earned at any public institution governed by the West Virginia Board of Regents shall be transferable to Fairmont State College and will be counted for purposes of graduation, grade average, and honors. Transfer students from within the state system shall be treated the same for this purpose as generic students.

BOARD OF REGENTS BACHELOR OF ARTS DEGREE

A student is admitted to the Regents Bachelor of Arts Degree Program by submitting the state-wide undergraduate application form to Fairmont State College. Admission to this degree program does not provide for automatic admission to other programs at Fairmont State College. Any student under the Regents degree program must reapply and meet all admission requirements when changing from the Regents Bachelor of Arts Degree objective to any other degree objective at Fairmont State College.

REQUIRED FORMS AND CREDENTIALS

All students applying for admission to Fairmont State College degree programs are required to complete and submit the following forms and credentials:

1. Regular student application form
2. Housing and financial aid request forms if applicable
3. High school transcript (except transfer students)
4. College transcripts for transfer students
5. ACT scores
6. GED scores where applicable

Special student admission requires only the Special student application form.

ADMISSION POLICY FOR LIMITED ENROLLMENT PROGRAMS (Division of Allied Health)

Applications for admission to programs in Allied Health and Nursing are accepted through December for the following school year. The application, high school transcript or GED scores, ACT scores, college transcript (if applicable) and other pertinent information to assure complete consideration should be on file by the deadline.

The credentials are organized by the Director of Admissions and submitted to the appropriate selection committee for consideration. Decisions are normally made by March 1. All applicants are notified by letter concerning their admission status.

Selection criteria are based primarily on academic background with some flexibility concerning life experience and training. Normally a high school senior should have a score of 22 on the ACT and a 3.3 grade point average to be accepted into the program (Strong math and science background is highly recommended.) However, all applications of persons interested in the specific programs will be given every consideration in the selection process. Consideration will be given to students who have successfully completed college course work. Students with a college grade average of less than 2.0 must remedy this situation before consideration.

Students who have graduated with the GED must still show adequate academic background and ACT scores.

Continuing Education Units

Various activities of the community interest nature are provided by the college with recognition as Continuing Education Units (CEU). Permanent records of CEU completions are kept in the Registrar's Office. CEU credit is not accepted toward completion of degree requirements.

The American College Test

Fairmont State College requires the American College Test (ACT) of all degree objective and certificate applicants for admission. Scores on this test are used in placing students in English and Mathematics, for applicants for scholarships and loans, and in the academic counseling program. High school students are urged to take the test during their senior year. Financial aid applicants should take the test either in August prior to the beginning of the senior year, or on the October or December dates.

Advanced Placement

Advanced placement and/or credit will be granted to entering freshman students who have qualified on the basis of the tests of the Advanced Placement Program of the

College Entrance Examination Board. Scores of three, four, or five are required.

Physical Examination

Physical Examinations are not required for admission to Fairmont State College, but **students pursuing a degree in teacher education are required to have a physical examination by their personal physician.** Physical examination forms will be sent to the students to permit sufficient time for their completing the physical examinations before reporting for the fall semester. Students should submit forms directly to the Division of Education.

All Allied Health students must have a physical examination prior to entering any Allied Health program; forms should be submitted to the Director of Admissions.

Pre-registration

All freshmen and transfer students, upon receipt of complete application and admission, may pre-register during the summer preceding fall enrollment.

A pre-registration period for regularly enrolled students is scheduled each semester. The purpose of pre-registration is to insure students adequate schedules. All students should pre-register if they plan to re-enroll for the following semester or term.

Registration

At least two weeks prior to registration day an official transcript must be filed in the Director of Admissions for each incoming freshman and each transfer student.

All students are expected to complete registration on the days designated for this purpose at the beginning of each semester or term. While all students are expected to register on time, late registration periods are permitted within prescribed limits as set forth in the schedule. Late registration fees are assessed in accordance with the fee schedule cited under Special Fees.

Credit From a Junior or Community College

The maximum credit accepted from a Junior or Community College accredited by the North Central Association of College and Secondary Schools or other regional accrediting association will not exceed 72 semester hours. No more than 64 semester hours may be accepted from junior or community colleges which are not regionally accredited.

Non-Resident or Off-Campus Credit

One hundred (100) semester hours of the 128 required for graduation shall be completed in regularly scheduled campus courses. The 28 hours of permissible non-residence courses may be earned by extension, home study (correspondence), radio, television, special examination and/or military service. Credit earned in home study will be accepted only when earned in a regionally approved college. CLEP and ROTC credit is excluded from the above limitation.

Auditors

Students who are registered at Fairmont State College may be permitted to attend classes as auditors provided they shall have obtained the written permission of their advisers and of the instructors in the classes they desire to visit. No person who enrolls in any class as an auditor may in the same semester be considered as enrolled in this class for the purpose of obtaining credit. In no case whatsoever will auditing be regarded as a

factor in obtaining credit.

Other persons, even if not registered students, may attend classes as auditors upon securing permission from the Registrar and from the instructors involved and upon payment of the regular fee. Auditors are required to complete the regular registration forms.

Special Examinations for Course Credit

Students may earn course credit by special examination. To apply for permission for such an examination, the applicant must be enrolled in the college or must have completed one semester or summer session in Fairmont State College. The applicant must first schedule an interview with the division chairman or department representative who will evaluate the student's background, experience, and qualifications to establish eligibility and give permission for taking the examination. In order to gain college credit by special examination, the student must demonstrate better than average proficiency on the examination, as determined by the examiner. Examinations will not be given for college courses in which the student has previously received a grade other than "W" or "WP."

Applicants must pay a fee of \$3.00 for each special examination, if regularly enrolled at the time of taking the examination; otherwise the fee is \$2.50 per semester hour of credit to be received. A receipt for the payment of the fee must be obtained from the Business Office. No money will be refunded if any examination is failed. No examination may be repeated.

College Level Examination Program (CLEP)

The College offers opportunities for earning course credit by examination through the College Level Examination Program. General examinations are offered in five basic areas: English Composition, Humanities, Mathematics, Natural Sciences, and Social Sciences-History. In addition, subject examinations are given in many specific fields of study. CLEP examinations are open to all, whether enrolled at Fairmont State or not. Information about course credits, examinations available, cost of examinations, and procedures for applying for examinations is available in Student Affairs.

Academic Credit for Military Service

Students with at least one year of military service may be granted a maximum of four semester hours credit which may be used to satisfy General Studies physical education and/or elective requirements. It is the student's responsibility to request this credit and to verify this military experience to the Registrar.

Advanced Standing

Based on high school record and performance on the ACT, the Registrar will determine eligibility for advanced standing and credit in English and French as follows:

English—No semester grade of less than B in each of four units of high school English and a standard score of 22 or higher on the English part of the ACT.

French—No semester grade of less than B in each of two or more units of high school French and a standard score of 22 or higher on the English part of the ACT. The student must also complete French 201 with a minimum grade of C.

Students may be granted advanced standing credit for any number of the mathematical courses numbered 115, 116, 315 by earning at Fairmont State College a grade of C or better in a higher numbered course from the sequence 116, 315, 316.

Students who complete a major or teaching field in French may establish credit in French 101 and 102 if they complete French 201 with a grade of C or better.

The Summer Session

Fairmont State College offers a ten-week summer session each summer. This session is made up of two terms of five weeks each. The requirements for admission and the character of the work offered are the same for the summer session as for the regular year.

All activities and facilities of the campus are available to students during the summer session. The student body is organized under its own leadership at the beginning of each session. A general program of social, recreational, and dramatic events is scheduled.

Special bulletins for the summer session are prepared for distribution. Those interested in working toward a degree, or in renewal of certificates, or in pre-professional courses, write for the Summer Bulletin. Address: Registrar, Fairmont State College, Fairmont, W. Va., 26554.

Evening Classes

Evening classes are operated for the benefit of all students. These classes are considered as work done in residence.

Television Courses

When possible, courses by television are offered, frequently for degree or certificate credit. Such courses usually require some main campus attendance as prescribed by the instructor.

Off-Campus Classes

Upon request, and when it is possible to provide suitable staff, Fairmont State College will offer off-campus courses to interested groups in the region of the state it serves. Ordinarily, an enrollment of ten or more persons is necessary before any off-campus courses may be offered. For additional information, see the Community College section of this Catalog.

Reparatory Music and Art Programs

Music and art classes and private lessons taught by student and professional instructors are available to community, college, secondary and elementary students for an additional fee. Contact the Fine Arts Division office.

Reduced Tuition Out-of-State Academic Programs Available to West Virginia Residents

West Virginia provides for its residents who wish to pursue academic programs not available within the State through the Academic Common Market and through contract programs. Both programs provide for West Virginians to enter out-of-state institutions at reduced tuition rates. Contract programs have been established for study in veterinary medicine, optometry, architecture, and podiatry; the Academic Common Market provides access to numerous graduate programs. The programs are restricted to West Virginia residents who have been accepted for admission to one of the specific programs at designated out-of-state institutions. Further information may be obtained through the Director of Admissions or the West Virginia Board of Regents.

Expenses and Financial Assistance

Classification of Residents and Nonresidents for Admission and Fee Purposes

General

Students enrolling in a West Virginia public institution of higher education shall be classified as resident or nonresident for admission, tuition and fee purposes by the institutional officer designated by the President. The decision shall be based upon information furnished by the student and all other relevant information. The designated officer is authorized to require such written documents, affidavits, verifications, or other evidence as are deemed necessary to establish the domicile of a student. The burden of establishing residency for tuition and fee purposes is upon the student.

If there is a question as to residence, the matter must be brought to the attention of the designated officer and passed upon at least two weeks prior to registration and payment of tuition and fees. Any student found to have made a false or misleading statement concerning his residence shall be subject to disciplinary action and will be charged the nonresident fees for each session theretofore attended.

Residence Determined by Domicile

Domicile within the state means adoption of the state as a fixed permanent home and involves personal presence within the state with no intent on the part of the person to return to another state or country. West Virginia domicile may be established upon the completion of at least twelve months of continued residence within the state prior to the date of registration, provided that such twelve months residence is not primarily for the purpose of attendance at any institution of learning in West Virginia.

Establishment of West Virginia domicile with less than twelve months residence prior to the date of registration must be supported by proof of positive and unequivocal action, such as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia, and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of the actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established.

Minors

Minors are defined by the West Virginia Code (2-2-10) as persons under eighteen years of age. The residence of a minor shall follow that of the parents at all times, except in extremely rare cases where emancipation can be proved beyond question. The residence of the father, or the residence of the mother if the father is deceased, is the residence of the unmarried or unemancipated minor. If the father and the mother have

separate places of residence, the minor takes the residence of the parent with whom he lives or to whom he has been assigned by court order. The parents of a minor will be considered residents of West Virginia if their domicile is within the state.

A minor student who is properly admitted to an institution as a resident student shall retain that classification as long as he enrolls each successive semester.

Emancipated Minor

An emancipated minor may be considered as an adult in determining residence, provided satisfactory evidence is presented that neither of his parents, if living, contribute to his support nor claim him as a dependent for federal or state income tax purposes.

In the event that the fact of emancipation is established, the emancipated minor assumes all of the responsibilities of an adult to establish residence for tuition and fee purposes. Proof must be provided that emancipation was not achieved principally for the purpose of establishing residence for attendance at an institution of higher education.

Students Eighteen Years of Age or Over

A student eighteen years of age or over may be classified as a resident if (1) the parents were domiciled in the state at the time the student reached majority and such student has not acquired a domicile in another state, or (2) while an adult the student has established a bona fide domicile in the State of West Virginia. Bona fide domicile in West Virginia means that the student must not be in the state primarily to attend an educational institution and he must be in the state for purposes other than to attempt to qualify for resident status.

Any nonresident student who reaches the age of eighteen years while a student at any educational institution in West Virginia does not by virtue of such fact alone attain residence in this state for admission or tuition and fee payment purposes.

A student who is properly classified as a resident at the time that he reaches the age of eighteen shall continue to be classified as a resident as long as he enrolls each successive semester and does not establish a domicile, or legal residence, in another state.

Change of Residence

An adult student who has been classified as an out-of-state resident and who seeks resident status in West Virginia must assume the burden of proving conclusively that he has established domicile in West Virginia with the intention of making his permanent home in this state. The intent to remain indefinitely in West Virginia is evidenced not only by a person's statements but also by his actions. The designated institutional officer making his determination shall consider such actions as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established. Factors militating against a change in residence classification may include such considerations as the fact that the student is not self-supporting, that he is carried as a dependent on his parents' federal or state income tax returns or his parents' health insurance policy, and that he customarily does not remain in the state when school is not in session.

Marriage

The residence of a married person is determined by the same rules of domicile which would apply if he or she were not married.

Military

An individual who is on active military service or an employee of the federal government may be classified as a resident for the purpose of payment of tuition and fee provided that he established a domicile in West Virginia prior to entrance into federal service, entered the federal service from West Virginia, and has at no time while in federal service claimed, or established a domicile in another state. Sworn statements attesting to these conditions may be required. The wife and dependent children of such individuals shall also be classified as residents of the State of West Virginia for tuition and fee purposes. Persons assigned to full-time active military service and residing in West Virginia may be classified as in-state residents for tuition and fee purposes after twelve months continuous location in the state.

Aliens

An alien in the United States on a resident visa, or who has filed a petition for naturalization in the naturalization court, and who has established a bona fide domicile in West Virginia may be eligible for resident classification, provided he is in the state for purposes other than to attempt to qualify for residency status as a student.

Appeal Process

The decisions of the designated institutional officer charged with the determination of residence classification may be appealed to the President of the institution. The President may establish such committees and procedures as he determines necessary for the processing of appeals. The decision of the President of the institution may be appealed in writing with supporting documentation to the West Virginia Board of Regents in accord with such procedures as may be prescribed from time to time by the Board.

Payment of Tuition and Fees

The regulations of the West Virginia Board of Regents provides that: "No financial credit of any type shall be extended to any individual either student or other, at any state college or institution. All colleges and institutions shall operate strictly on a cash basis with all payments and obligations being collected in advance. All tuition and fees must be collected in full for each semester on enrollment day for each semester."

Registration is not completed until a check covering payment of tuition, residence hall rent, board, and fees has cleared the bank upon which it was drawn. A late payment fee of \$15 will be charged on each check returned for "insufficient funds" unless the student can obtain an admission of error on the part of the bank. The Business Office shall declare the fees unpaid and registration cancelled until the check has been redeemed and the additional charge paid. Student records will not be released by the Registrar's Office for any student who has a delinquent financial obligation to the College.

Enrollment Fees Per Semester**On-Campus**

	W. Va. Resident	Non-Resident
2 hours (or more) (full-time student)	\$179.00	\$649.00
1 hours	168.00	603.00
0 hours	159.00	554.00
9 hours	150.00	505.00
8 hours	141.00	456.00
7 hours	132.00	407.00
6 hours	63.00	298.00
5 hours	54.00	249.00
4 hours	45.00	201.00
3 hours	36.00	153.00
2 hours	27.00	105.00
1 hour	18.00	57.00

All freshmen must pay \$1.50 Freshman Orientation Fee — August term only. All new students — freshmen or transfers — must pay \$4.00 Service Charge to set up schedule. Students are entitled to activities and athletic functions if enrolled for 7 hours or more.

Fee Identification

	W. Va. Resident	Non-Resident
Contribution (BOR Capitol Fund)	\$25.00	\$175.00
Registration Fee (BOR Capitol Fund)	50.00	250.00
Higher Ed. Resources (Operating Fund)	35.00	155.00
Athletic Fee	19.00	19.00
Student Union Fee	15.00	15.00
Student Activities Fee*	35.00	35.00
	\$179.00	\$649.00

Supports Student Government, Student Publications, I.D. Cards, Testing, Student Programs, Masquers & Forensics, Band, Choral, Intramurals, Debate, and Student Center Activities.

Off-Campus

Total hours must be taken off-campus to qualify for off-campus fees. If a class is taken on-campus, then all hours will be charged at the on-campus rate.

	W. Va. Resident	Non-Resident
1 hours (or more)(full-time student).	\$110.00	\$580.00
1 hours	99.00	534.00
1 hours	90.00	485.00
1 hours	81.00	436.00
1 hours	72.00	387.00
1 hours	63.00	338.00
1 hours	54.00	289.00
1 hours	45.00	240.00

4 hours	36.00	192.00
3 hours	27.00	144.00
2 hours	18.00	96.00
1 hour	9.00	48.00

All new students — freshmen or transfers — must pay \$4.00 Service Charge to set up schedule. There is no orientation fee for off-campus freshmen. Off-campus students are not entitled to activities or athletic functions.

Cost of Each Summer Session

<i>No. of Hours Enrolled</i>	W. Va. Resident	Non-Reside
12 or more hours	\$131.00	601.00
11 hours	120.00	555.00
10 hours	111.00	506.00
9 hours	102.00	457.00
8 hours	86.00	401.00
7 hours	77.00	352.00
6 hours	68.00	303.00
5 hours	59.00	254.00
4 hours	50.00	206.00
3 hours	41.00	158.00
2 hours	32.00	110.00
1 hour	23.00	62.00

Special Fees

Late Registration Fee: (One to five days)	\$10.00
Graduation Fee (Inc. cap and gown)	10.00
Freshman Orientation Fee	1.00
Transcript Fee (First Transcript is furnished free)	1.00
Special Examinations for course credit (Regularly enrolled students)	3.00
Special Examinations for course credit (Non-enrolled students) per semester hour	2.00

*The term "resident" refers to classification for fee purposes only.

Refund Policy for Tuition and Fees

A student who withdraws regularly from the college may arrange for a refund of fees in accordance with the following schedule. Refunds are determined from the first day of the school term which begins officially with Freshman Orientation Week. The Official withdrawal date is certified by the Registrar.

Semester

During first and second weeks	90%
During third and fourth weeks	70%
During fifth and sixth weeks	50%
Beginning with seventh week	No Refund

A Summer Term

During first day	90%
During second day	70%
During third day	70%
During fourth day	50%
During fifth day	50%
Beginning with second week	No Refund

Residence Hall Expenses Per Semester**Room:**

Morrow, North, Pence Halls \$395.00 plus tax

Food Service:

All residents of Morrow, North, and Pence Halls are required to purchase a meal ticket for use in the

College Dining Hall \$490.00 plus tax

Summer School Room and Food Service (1979)

Food Service for five weeks \$155.00 plus tax

Room double occupancy for five

weeks \$110.00 plus tax

Room single occupancy for five

weeks \$125.00 plus tax

Includes \$5.00 Linen Fee. Food service available contingent upon number of residents.

Breakage Fee:

This fee, less charge for any damage, is returned at the end of occupancy

period \$50.00

Key Deposit:

This is returned when the student vacates his room or apartment and returns his key.

. \$1.00

Special Fee:

The fee is to be paid when a student moves into a residence hall. It covers the cost of the local newspaper, TV Guide, television cable, Christmas party, and various other expenses of the hall.

. \$5.00

Rates are subject to change without notice.

Payment of Room and Board

Regular term payment of room and board plus tax and a fifty dollar breakage fee must be paid on or before registration day. Summer term payment of room and board plus tax, and a breakage fee for a summer term must be paid in full by registration day.

Residence Hall Reservations

Applicants for residence hall reservations must pay an \$80.00 deposit at the time the application is filed with the College. (This amount is subject to change at any time.) The deposit will be credited to the applicant's residence hall rent account. All applications must be filed with the Office of Student Affairs.

Notice of cancellation of room reservations must be received by the Office of Student Affairs by June 15. Otherwise the total amount of \$80.00 will be forfeited. (Exception: Should the applicant be denied admittance to the College, a full refund will be made without regard to dates.)

Not more than ten per cent of available living space in any campus dormitory may be assigned to out-of-state students.

Financial Assistance

Financial aid in the form of scholarships, grants, loans, and employment is available to worthy students who need assistance in meeting their college expenses. All funds are administered by the financial aid officer with approval of the Financial Aid Committee. Applications for financial aid should be sent to Student Affairs, Financial Aid, Fairmont State College, Fairmont, West Virginia, 26554.

Philosophy

1. Fairmont State College's primary purpose in awarding financial aid is to assist those students who without such aid could not attend.
2. It is the position of the college that parents have the first obligation to provide for the education of their son or daughter. The second obligation falls upon the student (and his/her spouse, where applicable) to contribute to his/her own education from personal earnings and assets, including appropriate borrowing against future earnings.
3. Within its available resources, the college attempts to meet the financial need of its students. A student's financial need is determined by subtracting the parent and/or student's contribution from the total cost of attendance. The total financial aid awarded a student shall not exceed the college budget.

Grants Available

Supplemental Educational Opportunity Grant (SEOG)

This program provides monetary grants from the Federal Government for those students who demonstrate the most financial need as determined by completion of the Financial Aid Form (FAF). Eligible students must be enrolled at least on a half-time basis.

Basic Educational Opportunity Grant (BEOG)

This program provides monetary grants from the Federal Government for those students who qualify as determined by submitting a Financial Aid Form (FAF) or BEOG application to the Basic Grant Program. Eligible students must be enrolled at least on a half-time basis. Applicants receive an award letter (SER) directly from the Basic Grant Program and must submit the SER to the Financial Aid Office for payment.

Scholarships Available

Fairmont Undergraduate Scholarship (FUS)

This scholarship is a partial tuition and fee waiver and is awarded on the basis of one of the following criteria: (1) financial need, (2) general academic ability, (3) recommendation by an academic division for demonstrated ability in a major field of study, and (4) athletic ability. Full-time enrollment and a cumulative grade point average of 2.00 or better are required.

West Virginia Higher Education Grant (WVHEG)

This scholarship is awarded by the West Virginia Board of Regents. Criteria for awarding include cumulative grade point average (ACT scores for incoming freshmen) and demonstrated need (submission of a FAF to the Board). In addition to the FAF, applicants must submit a WVHEG Application which is available through the high school counselor, awareness counselor or the college Financial Aid Officer.

Financial Assistance

Foundation Academic Scholarship (FAS)

This scholarship is awarded for the freshman year only by the Fairmont State College Foundation. Recipients are selected on the basis of outstanding academic performance in high school and recommended by academic divisions. Interested applicants should make contact with the head of the division in which their major field is contained. Full-time enrollment is required.

Lettermen's Athletic Scholarship (LAS)

This award is given to deserving participants in varsity athletics.

John C. Shaw Scholarship

This scholarship is awarded to West Virginia residents who demonstrate financial need and whose health, intelligence, character, and habits show promise of commendable careers.

Mella E. Morgan Scholarship

This scholarship is awarded to deserving students in the field of English. Selection of recipients is made by the division head.

Nursing Scholarship (NS)

This scholarship is funded by the Federal Government. Recipients must be enrolled full-time in the nursing program and show exceptional financial need as determined by the FAF.

McCormick Foundation Scholarship

This scholarship is funded by the Fairmont State College Foundation and offered to National Merit finalists. If the recipient maintains full-time enrollment with a grade point average of 2.00 or better, the scholarship is awarded for a total of eight semesters.

Richard P. Wellock Award

This is a music department scholarship presented by the FSC Student Chapter of Music Education National Conference. The possibility exists for additional scholarship awards in the Fine Arts Division. Screening or auditions for these awards are generally held in the spring semester. Contact the head of the division for additional information.

The Barbara Clinton Cort Award

This is a one-year scholarship to be made to a student, or students, demonstrating outstanding talent and commitment to the performance areas of speech communication and/or theatre. Applications must be made to the co-ordinator of the Department of Speech Communication and Theatre by March 1 of each year. The department faculty will select the recipient(s).

Student Employment

College Work Study Program (CWSP)

Funds for this program are made available from the Federal Government. Eligibility is based on the completion of the FAF. Students are assigned work on campus not exceed fifteen (15) hours per week while classes are in session. Forty hours per week may be available during semester breaks. Work assignments are made by the student employment director in the Office of Student Affairs. At least half-time enrollment is required.

Regular Student Employment (RSE)

State funds are used for these positions and are limited. Applicants should contact the director of student employment in the Office of Student Affairs.

Loans Available

National Direct Student Loan (NDSL)

Subject to the limitation of funds available, students may borrow up to \$1500 a year with a maximum of \$5000 toward the first bachelor's degree. Funds are provided by the Federal Government (90%) and Fairmont State College (10%). Repayment with an interest rate of 3% begins nine (9) months after graduation or termination of school. Eligibility is determined by completion of a FAF. At least half-time enrollment is required.

Nursing Loans (NL)

Funds for this loan are provided by the Federal Government and limited to students enrolled in the Nursing Program. The interest rate and repayment follow guidelines summarized under the NDSL above. Full-time enrollment is required. Eligibility is based on the completion of the FAF.

Federally Insured Student Loan (FISL)

This is an educational loan made by banks and other lending institutions. Application forms may be obtained from the lending institution or the college Financial Aid Office.

Fairmont State College Foundation Emergency Loan

This program provides a short-term loan against financial aid administered by the Financial Aid Office for the purpose of paying tuition, fees, and immediate living expenses, or the purchase of books and supplies. Loans must be repaid within 120 days at the end of the semester, whichever comes first. Interest is \$2 or 2%, whichever is greater. Regardless of age, the note must be co-signed by a parent or relative. **NOTE:** This loan is not a loan in the usual sense of the word. It is provided only for students whose financial aid for some reason has not reached the campus at the time tuition and other payments are required.

NOTE: Other conditions, regulations and policies of each of the above aids are available through the Financial Aid Office.

Procedures for Obtaining Aid

1. Students must complete and submit an application for admission to the Fairmont State College Admissions Office (new students only).
2. For first consideration for grants, scholarships and aid based on need students

must complete and submit a Fairmont State College Financial Aid Application to the Financial Aid Office by April 15. Applications must be renewed annually.

3. For first consideration of aid based on need, students must complete and submit a Financial Aid Form (FAF) to the appropriate agency or agencies by March 1. The FAF must be re-submitted annually.

Veterans Benefits: Standards for Satisfactory Progress

The following policies and procedures will be conducted by Fairmont State College for the purpose of determining satisfactory progress for all students receiving veterans benefits and the Veterans Administration will be notified under the policy of any veteran not maintaining satisfactory progress.

Probation or Suspension

The Veterans Administration will be notified immediately at the end of the semester when a student receiving veterans benefits is either suspended or placed on academic probation by Fairmont State College. It is the responsibility of the Office of the Assistant to the Academic Vice-President to supply the Veterans Coordinator with a list of students suspended or placed on academic probation. This list will serve as the basis for notification to the Veterans Administration.

Class Attendance

Individual class attendance by all students receiving veterans benefits will be maintained and the Veterans Administration will be notified immediately when a student's absence from class is interfering with satisfactory progress in that class. The following procedure will be used in collecting attendance information:

1. All instructors will be provided with a list of students receiving veterans benefits.
2. A letter to each instructor will accompany the list of veterans requesting that the instructor notify the Veterans Coordinator immediately if any student on the list has absences in their class to the extent that the absences are interfering with satisfactory progress.
3. The Veterans Coordinator will notify the Veterans Administration immediately that the veteran is not making satisfactory progress in specific classes because of irregular attendance.

If a student receiving veterans benefits withdraws from college or an individual class and the Veterans Coordinator has no prior notice of irregular class attendance, the official withdrawal date on the withdrawal form completed in the Registrar's Office will be assumed as the last date of class attendance.

Final Grade for All Courses Attempted

The final grade policy for all courses attempted applies to all students at Fairmont State College, including those receiving veterans' benefits.

Midterm Review of Veterans' Progress

The Veterans Coordinator will review the mid-term grade report for all students receiving veterans benefits and the Veterans Administration will be notified of any irregularities or indication of lack of progress on the mid-term grade report.

Summary

As indicated above, students receiving veterans benefits are subject to all institutional policies of grading, attendance, and withdrawal. It is the responsibility of the Fairmont State College Veterans Coordinator to administer the procedures listed above and notify the Veterans Administration in every instance indicating lack of satisfactory progress by the student receiving veterans benefits. There will be no separate policies of attendance, withdrawal, or grade average calculation for students receiving veterans benefits. A copy of the standards for satisfactory progress will be given to each veteran upon admission to Fairmont State College. Veterans will be informed that evidence of unsatisfactory progress during a semester may result in loss of benefits back to the point at which satisfactory progress ceased (i.e., irregular withdrawal from class).



ACADEMIC INFORMATION

Degrees

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts, Associate of Applied Science, or Associate of Science degree is also granted upon successful completion of from 60-78 semester hours in the two-year curricula. A Certificate in Applied Science is offered in three areas upon completion of 32-34 semester hours. This College also offers a flexible non-traditional Regents Bachelor of Arts Degree Program.

Degree Programs

Bachelor of Arts and Bachelor of Science Degrees

	Minimum Semester Hours Required		
	Degree	Major	*Minor
Applied Health Administration	B.S.		
Medical Laboratory Technology		132	71
Medical Record Technology		129	18
Nursing		138	74
Respiratory Therapy Technology		142	78
Veterinary Assistant Technology		140	77
...			24
...	B.S.	55	25
Business Administration	B.S.		
General		39	18
Accounting		39	18
Economics		39	18
Office Administration		34	21
Banking			18
Clerical			18
Electronic Data Processing			19
Real Estate			18
Retailing			18
Chemistry	B.A.	54	19
Chemistry	B.S.	64	
Elder Care		25	65
Commercial Design/Graphics			32
Criminal Justice			28
Engineering Technology	B.S.	130	23
Eight Areas of "Concentration":			
Architecture			
Electronics			
Industrial			
English	B.A.	30	18
English (Business and Technical Writing)			18
Life Science			22
Food Service Management			25
French	B.A.	30	24
Geography			18
German			18

Graphics/Fine Arts	B.S.	92	
Health Science	B.S.	59	20
History	B.A.	36	24
Home Economics	B.S.	55	28
Interior Decoration			23
Journalism			16
Journalism (Business and Technical Writing)			18
Legal Assistant			18
Library Science			24
Mathematics	B.S.	30	21
Mathematics	B.A.	30	21
Music			27
Music Merchandising			69
Nurse Anaesthesia	B.S.	61	
Philosophy			15
Physical Education	B.S.	38	32
Physics			31
Political Science	B.A.	30	18
Public Affairs			66
Psychology	B.S.		
General		37	18
Industrial-Personnel		46	
Community Service		52	
Psychological Service			18
Radio-TV Communication			20
Recreation Leadership			70
**Regents B.A. Degree	B.A.		
Social Work	B.S.	45	
Sociology	B.S.	30	18
Spanish			18
Speech Communication and Theatre			28

*For information concerning the use of specific associate degrees as minors several minors derived from associate degree programs, see the Community College section of this Catalog.

**Major or minor not required in this program.

Bachelor of Arts in Education

Elementary Education Diversified 1-6	8
Specialization Early Education	8
Subject Specialization 4-8	8
Art	8
French	0
General Science	1
Home Economics	6
Industrial Arts/Technology	12
Language Arts	3
Mathematics	5
Oral Communications (Speech Communications and Theatre)	2
Social Studies	1
Secondary Education	
Subject Specialization 7-9	
Home Economics	6
Language Arts	8
Social Studies	2
Single Teaching Fields 7-12	
Art	8

Biology	46
Business Education, Secretarial	38
Business Education, Principles	39
Chemistry	34
English	37
French	30
General Science	33
Industrial Arts/Technology	45
Journalism	24
Mathematics	31
Physical Education	38
Physics	33
Oral Communications (Speech Communication and Theatre)	32
Comprehensive Teaching Fields 7-12	
Business Education	52
Home Economics, Vocational	42
Industrial Arts/Technology	66-72
Social Studies	57
Secondary or Elementary Education	
Project Specialization K-12	
Art	55
Music	59
Physical Education	43
School-Library Media	24
Special Education-MR	21

ASSOCIATE DEGREES AND CERTIFICATE PROGRAMS

Fairmont Community College — A Component of Fairmont State College)

	Degree Offered	Minimum Semester Hours Required
General Studies	A.A.	64
Applied Health Technology		
Emergency Medical Services (one-year certificate in applied science)		34
Medical Laboratory Technology	A.A.S.	71
Medical Record Technology	A.A.S.	66
Nursing	A.S.	74
Respiratory Therapy Technology	A.A.S.	78
Veterinary Assistant Technology	A.A.S.	77
Business Technology		
Accounting	A.S.	64
Business	A.A.S.	
General		64
Banking		66
Real Estate		63
Clerical	A.S.	64
Clerical (one-year certificate in applied science)		32
Commercial Design/Graphics	A.A.S.	64
Electronic Data Processing	A.S.	64
Food Service Management	A.A.S.	64
Interior Decoration	A.A.S.	60
Music Merchandising	A.A.S.	69
Radio-TV Communication	A.A.S.	64
Retail Management	A.A.S.	64
Secretarial (Executive, General, Legal, Medical)	A.S.	64
Secretarial (one-year certificate in applied science)		32
Engineering Technology (Concentrations)		
Architecture	A.A.S.	67
Electronics	A.S.	67

Industrial	A.S.	.67
Mechanical	A.S.	.67
Mining	A.S.	.67
Civil	A.S.	.67
Safety	A.A.S.	.67
Power	A.S.	.67
Printing	A.S.	.67
Drafting/Design	A.S.	.67
Public Service Technology		
Child Care	A.A.S.	.65
Criminal Justice	A.A.S.	.67
Fire Protection and Safety	A.A.S.	.67
Legal Assistant	A.A.S.	.65
Psychological Service	A.A.S.	.64
Public Affairs	A.A.	.66
Social Service Technology	A.A.S.	.64

Grading System

The following system of grading is used within the institution:

A—Superior, given only to students for exceptional performance.

B—Good, given for performance distinctly above the average in quality.

C—Average, given for performance of average quality.

D—Lowest passing grade for performance of poor quality.

F—Failure. Course must be repeated if credit is to be received.

FIW—Failure because of irregular withdrawal.

I A temporary mark, given only when the student has completed most of the course but is unable to conclude it because of illness or some other unavoidable circumstance. Beginning with courses taken during the first semester, 1975-76, a letter grade of I will be omitted from the calculation of the grade point average for a period of one year following the issuance of the I. Along with any grade report containing the grade I, and for each letter I, the instructor must submit a brief description of the "part of the course" not completed by the student. This statement, to be reviewed by the appropriate division chairman and filed in his office, could be given on a form which would be used by the instructor to report the grade for replacing the I during the year following the issuance of the I. At the end of the one-year period, the instructor must submit a final grade for the student.

W—Withdrew.

WF—Withdrew Failing, withdrawal from college only.

WP—Withdrew Passing, withdrawal from college only.

CR—Credit. Does not affect quality points.

NC—No Credit. Does not affect quality points.

P—Pass, Successful Completion of the student teaching experience.

Quality Points

The quality of a student's work is indicated by quality points.

Candidates for graduation must have at least twice as many quality points as semester hours attempted; that is, a point-average of 2.00 on all college work and on all work completed at Fairmont State College. Quality points for grades A, B, C, D, are computed as follows:

A—Four (4) quality points for each semester hour of credit.

B—Three (3) quality points for each semester hour of credit.

C—Two (2) quality points for each semester hour of credit.

D—One (1) quality point for each semester hour of credit.

A student's grade average is determined by dividing the number of his quality points by the number of credit hours he has scheduled. No quality points are attached to grades FIW, and WF, but the credit hours for the courses in which these grades are received will be used in computing his grade average.

In order to be graduated, a candidate for a degree must have maintained a quality point average of 2.00 or better in all college courses and in all credit earned at FSC. An average of 2.00 must also be maintained in the major and minor fields of study. **If the student is in teacher education, he must attain an average of 2.20 in each teaching field and/or subject specialization.**

All variations from prescribed programs must be approved by the division head in the major/minor field before a student can qualify for graduation.

It is the student's responsibility to keep informed of his quality point standing. This information can be obtained at any time from the Registrar.

Grades earned in other institutions shall not be used to make up a deficiency of quality points in this institution.

Credit-No Credit Option

Any student who has completed 58 or more semesters hours of credit may elect one course per semester on a credit—no credit basis, such courses to be considered as part of the regularly scheduled loan. A maximum of 15 semester hours may be completed under this option.

Courses selected must not be included in the general studies requirements, must not be in the student's major or minor or related courses for non-teachers, must not be in 7-1-12, 7-9, 1-9, the diversified field, and professional education for teacher education students.

Credit—no credit earned under this option will be recorded but will not be reflected in the quality point index. Credit courses will count toward graduation.

Selection of a course for credit—no credit must be made at registration with the approval of the student's academic adviser and may not be changed after the close of the registration period.

Classification of Students

Students who have completed the high school or a secondary course and not more than 25 hours of work are classified as freshmen.

Students who have completed 26 hours but not more than 57 hours of college work are classified as sophomores.

Students who have completed 58 hours but not more than 89 hours of college work are classified as juniors.

Students who have completed 90 hours or more of college work are classified as seniors.

Numbering of Courses

Courses for freshmen (100 series) and sophomores (200 series) constitute the lower level of curriculum. Courses numbered 300-499 are primarily for juniors and seniors. A General Studies Requirements, consist of lower level courses which should be completed as far as possible by the end of the sophomore year.

It is strongly advisable to take at least eight hours of General Studies Requirements each semester until they are completed.

Assignments and Credits

1. Semester Load: Students must petition the Registrar for permission to carry more than 18 semester hours. To be eligible for permission, a student must have overall B average or a B average for the preceding semester. Exceptions may be made if the student is in the last semester before graduation or before the initial performance practicum.

2. Late Registration Fees: See schedule of fees for late registration. Late registrars often fail to obtain satisfactory schedules, for the policy of the College is to give priority to students who register on the dates for regular registration.

3. Schedule Changes: Students may not add new classes to their schedule after the period of registration has ended.

4. Withdrawal from College: A student desiring to withdraw from the College must apply at the Registrar's Office. Here forms will be obtained, which when completed with the proper signatures and returned to the Registrar's Office, will constitute an official withdrawal. The instructor records on the final grade report to the Registrar a "W" for students withdrawing through the end of the second academic week following mid-term. In case the official drop notice is issued after this period, the instructor will record either "WP" or "WF" at the end of the period of enrollment.

5. Withdrawal from Class: During the period ending with the second academic week following mid-term of a semester, students may drop one or more classes with "W" being recorded. From the end of this period, no official withdrawal from individual classes may be made.

6. Repeating A Course: If a student earns a grade of D or F in any course taken later than the semester or summer term during which he attempts the sixtieth semester hour, and if he repeats this course prior to the receipt of a baccalaureate degree, the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining his grade point average. The original grade shall not be deleted from the student's record. A student may not repeat a course in which he has earned a C or better.

Students who began college study prior to 1968 and Transfer Students should contact the Office of the Registrar to ensure coverage of this regulation.

7. Minimum Residence Requirements for Graduation: For a degree, at least one year's work in residence is required, one semester of which must be in the senior year. The "year of residence" must represent not less than 32 hours credit, and a semester is defined as a minimum of 16 hours credit.

Exception is made in the case of any student who has completed three years of required work in Fairmont State College and who wishes to complete the senior year by substituting approved credit earned subsequently in a college of medicine or dentistry.

For an Associate Degree at least one semester's work in residence is required. For the Certificate Degree at least eight semester hours' work in residence is required.

8. Application for Graduation: Candidates for graduation must make official application for a degree at least 45 days before Commencement Day. Applications must be filed with the Registrar.

9. Assignment and Credits: Regularly enrolled students who desire to complete work at another accredited institution on a transient basis must secure written permission of the Registrar. Transient credit completed without permission will not be accepted.

Attendance and Absences

Each student is responsible for familiarizing himself with the college absence policies which are to be found in the published *Student Handbook*.

Adviser System

Each student is assigned an academic adviser when he first enrolls at the College. If the student desires to change his major field of study, he should contact the Assistant to the Vice President for Academic Affairs for reassignment. Students who are not ready to select a major upon entrance will be assigned to special advisors. It is to the academic advisor that a student should take problems relating to degree requirements, pre-registration, and registration.

Grade Reports

The grades of all students are reported by each faculty member to the Registrar at the middle and end of the semester. Faculty advisors are provided complete grade reports at each reporting period. Students receive grade reports at mid-semester and at the end of the semester. Mid-term grade reports are not made during summer school.

Academic Probation

1. A student whose cumulative record indicates at least twenty hours attempted and a quality points deficit of ten or more is automatically placed on probation. Students on probation may take a full-time course load.
2. A student who is not suspended (see "Suspension" regulations below) is removed from probation only after he/she removes the quality points deficiency and achieves an overall grade point average of 2.0 or better.

Academic Suspension

1. The suspension list, which is compiled annually at the conclusion of the spring semester, applies only to those students who have attempted at least 58 hours and who have a quality points deficiency of at least twenty or more.
2. Suspension is for one semester. A student who attends summer school and reduces his/her deficiency to nineteen or fewer quality points shall be permitted to register as a full-time student in the fall.
3. During the semester of suspension, a student is permitted to take a maximum of seven credit hours.
4. After the one-semester suspension period, a student may apply for full-time readmission. A readmitted student or a transfer student admitted on probation may continue as long as he/she incurs no additional quality point deficit.
5. Three suspensions from any institution(s) of higher education are final.

English Performance Evaluation

All students who are candidates for baccalaureate degrees must attain a grade of C or above in English 108 in order to prove their competence in the use of the English language. This is a requirement for graduation.

Dean's List

Students who registered for twelve or more hours and receive a grade point average of 3.2 or better are considered honor students and named to the Dean's List.

Graduation With Honors

Candidates for graduation with a Bachelor's Degree who have achieved special

distinction in academic work are graduated with honors. Honors are determined by the cumulative quality point average of a student's work at graduation. Three grades of honors are recognized: **cum laude** for a point average of 3.2 to 3.49; **Magna cum laude** for a point average of 3.50 to 3.74; and **summa cum laude** for a point average of 3.75 or better. Averages are based upon the entire academic record of the student. Candidates for graduation with an Associate degree who maintain a grade point average of 3.2 or better will receive the designation of "With Honors" on their diplomas at the Commencement program.

General Regulations

Each student is responsible for familiarizing himself with the published *Student Handbook* concerning student rights and responsibilities and matters of academic dishonesty such as cheating and plagiarism.

Transcripts

Every student at Fairmont State College is entitled to one official transcript of his record free; for each additional copy a fee of one dollar (\$1.00) will be charged. **No student who fails to meet his financial obligations to the College, or any department of the college, will be given a transcript.**

An application for a transcript of credit should furnish the date of last attendance at Fairmont State College, social security number, and a married woman should give both her maiden and married names. All requests for transcripts should be sent directly to the Registrar.

Regents Bachelor of Arts Degree Program

The Regents Bachelor of Arts Degree Program is a flexible non-traditional program designed for adults in the belief that they, in their maturity and responsibilities, are distinctly different in their needs. The program can be tailored to fit the needs of those who need a degree for career advancement, those who have an associate degree in a field in which there is no corresponding baccalaureate degree available or those who seek intellectual development and personal fulfillment. The Regents Degree has particular appeal for persons who completed some college work in past years but did not obtain a degree.

Admission:

Application for admission should be made to the Coordinator, Regents B.A. Degree Program, Fairmont State College. Applicants must have graduated from high school at least four years before admission to the program. Persons with high school equivalency certificates may be admitted 4 years after their high school class graduated. If an applicant has previous college credit, failing grades received four years or more before admission to the Regents program are disregarded.

Requirements:

To qualify for graduation, candidates must accumulate a total of 128 semester hours of credit with a quality point average of 2.00. At least 40 hours must be at the upper (300 or 400) level. There must be 36 semester hours of General Education in the four areas: (1) Communications, (2) Humanities, (3) Natural Sciences and Mathematics, and (4) Social Sciences, with a minimum of 6 hours in each area. At least 15 semester hours must be taken in the West Virginia state system of higher education. The Regents B.A. is

interdisciplinary degree with no major. The program can be tailored to meet the needs of individual students.

College-Equivalent Credit:

A unique feature of the Regents Degree program is the possibility of obtaining college-equivalent credit. Credit may be awarded for learning which has taken place outside of a college if that learning is generally equivalent to that which results from a college course. The learning may have resulted from work experience, on-the-job training, personal study, the pursuit of hobbies, or from a formal vocational program offered outside of a college or university, such as a hospital nursing course or military service training courses. College-equivalent credit is not awarded for all learning or successful life experience, no matter how commendable that experience may be, but only for the acquisition of knowledge or skills equivalent to the knowledge or skills acquired in college courses. An applicant for college-equivalent credit will prepare a portfolio or folder in which is presented in writing a detailed description of the knowledge or skills believed to have been acquired outside of the college setting. Supporting documents such as job descriptions and certificates for the completion of training programs will be included. Directions for portfolio preparation are available for enrolled students. The portfolio will be reviewed by appropriate faculty members at Fairmont State College or by other experts if a field of study not offered by the college is involved. The faculty members will then recommend the hours of credit to be awarded by subject at the upper and lower levels, equating the credit when possible with existing Fairmont State course offerings. An assessment fee of \$50.00 has been established by the Board of Regents for the assessment process and for the awarding of college-equivalent credit.

U.S. Air Force Reserve Officers Training Corps

Air Force ROTC is designed to provide training that will develop leadership abilities, managerial skills, and interpersonal attitudes vital to the professional Air Force officer. It is designed to qualify for commissioning those college men and women who desire to serve in the United States Air Force.

The Professional Officer Course (POC) of the Air Force ROTC Program is now taught on the Fairmont State College campus to enable students to obtain a commission as an officer in the USAF without travelling to West Virginia University for AFROTC classes. These courses will be offered by the Division of Commerce at Fairmont State College. Enrollment is limited to those who have been admitted to the program.

The course is open to FSC students who apply during their sophomore year and meet all eligibility criteria and complete a 6-week field training experience at an Air Force Base during the summer between the sophomore and junior years. This summer training is paid for by the Air Force.

Application Information

Questions concerning application requirements and eligibility should be directed to the Department of Aerospace Studies at West Virginia University, 293-5421 or 293-5222.

U.S. Army Military Science Program

The Military Science Reserve Officer Training Corps (ROTC) two-year advanced curriculum stresses techniques of organizing, motivating, and leading others; including recognizing, comparing, and evaluating courses of action. The participating student will experience management training and leadership development through adventurous, challenging activities.

Course numbers and titles for this Military Science program are listed in this catalog with Political Science designations.

Benefits

Participating students will receive \$100 per month, tax free, during the academic year as a subsistence allowance. Textbooks required for the advanced ROTC course will be issued. Competitive scholarships are also available.

Obligations

A student who enters the advanced course as a junior agrees to finish ROTC instruction and to accept a commission and an equally important assignment in the active Army, a Reserve or National Guard component. All academic requirements for the student's degree must be completed before commissioning. The new officer will be obligated to serve on active duty for three years, depending on Army requirements at the student's choice. Competitive ROTC scholarship recipients are obligated to serve on active duty for four years.

Advanced Camp-Junior/Senior Year

Before a student can be commissioned, he or she must attend an advanced summer camp for six weeks at Fort Bragg, North Carolina, between the junior and senior year. Cadets receive travel allowances and pay equal to one-half the basic salary of a second lieutenant.

For additional information, contact the U.S. Army Military Science Department, West Virginia University, 293-2911 or 293-2912.



Degree Requirements

The Bachelor of Arts in Education requirements for teaching fields and specializations are also included in this section under the appropriate academic discipline.

Candidates for the Bachelor of Arts and Bachelor of Science degree must complete the General Studies Requirements and a major and a minor. Students majoring in Engineering Technology are not required to have a minor. The major and minor include all courses specified in this catalog as required and all other courses attempted in the disciplines designated as the major and minor.

The minimum credit required for graduation is 128 semester hours with an average of 2.0 quality points. In all cases the quality point average for a major or minor must be 2.0 or better with the exception of a A.B.Ed. degree which requires at least a 2.2 in the teaching specialization(s).

General Studies Requirements may also meet major or minor requirements. No course, however, may be counted more than once in meeting the semester hours required for graduation. For example, general studies requirements in English will also satisfy requirements for a major or minor in English.

Twelve hours of one foreign language is a general requirement for the Bachelor of Arts. Three hours of this requirement may be waived for each unit of the language presented as entrance credit, provided that the student is competent to continue the study of the language at the appropriate college level.

GENERAL STUDIES REQUIREMENT FOR THE BACHELOR OF ARTS AND THE BACHELOR OF SCIENCE DEGREES

36 Hours for Bachelor of Science Degrees

48 Hours for Bachelor of Arts Degrees

English 104*, 108**, 250, 260	12
Fine Arts	2
Art 255	2
or	
Music 205 or 207	2
History and Social Science	12
Economics 200 or 201	3
Geography 210	3
History 107	3
History 108	3
History 111	3
History 112	3
Political Science 103	3
Psychology 101	3
Sociology 110	3
Foreign Language (B.A. degree only)	12
French, German, or Spanish 101, 102, 201, 202 (another foreign language may be substituted with permission)	
Physical Education	1
Any basic activity course	
Science or Mathematics	6
Biology 101, 102 or 103	8
Chemistry 101 and 102	8
Chemistry 105, 106	10
Geology 101, 102	6
Mathematics	6

Physics 101, 102	8
Physical Science (select any three)	6
100 Scientific Methodology	2
101 Astronomy	2
102 Chemistry	2
103 Geology	2
104 Physics	2
105 History of Physical Science	2
Speech Communication 100	

*Foundations 101, Basic Communications, is strongly recommended for those who do not meet certain minimum standards prior to enrolling in English 104.

**A grade of C or above in English 108 is required for graduation.

***This requirement may be waived by the Registrar for a student who because of physical disability or infirmity cannot perform the Basic Activity Course. The student must furnish appropriate medical substantiation of the disability or infirmity.

****This is 6 hour requirement must be taken in the same discipline.

*****Math 101 and Math 102 cannot be used to satisfy General Studies requirements.



Allied Health

(Nurse Anesthesia, Allied Health Administration, and Allied Health Technology)

*The Division of Allied Health offers a B.S. Degree in Nurse Anesthesia and Allied Health Administration, as well as several associate degrees and one certificate program. The associate and certificate programs are located in the Community College section of this Catalog (see "Index" for page numbers).

The nurse anesthetist is a specialist, who as a member of an allied health care team, is qualified to administer anesthesia to patients for all types of operations under the direction of a physician. The nurse anesthetist works with the physician-anesthesiologist, or functions directly under the surgeon.

Upon completion of the basic science and clinical requirement, the student is eligible to take the national qualifying examination for membership into the American Association of Nurse Anesthetists and upon successful completion is to be recognized as a Certified Registered Nurse Anesthetist.

**NURSE ANESTHESIA

Major Course

Requirements		65 sem. hrs.
English	104	Written English3
	108	Advanced Written English3
	250	Survey of English Literature3
	260	Survey of American Literature3
Psychology	101	Introduction to Psychology3
Biology	170	Anatomy and Physiology4
	205	Technical Microbiology3
Home Ec.	110	Nutrition2
Pol. Sci.	103	American Government3
Speech	101	Fundamentals of Speech3
Sociology	110	Introduction to Sociology3
Physical Sci.	100	Scientific Methodology2
	102	Chemistry2
	104	Physics2
Art	255	Art Appreciation2
	or	Music Appreciation2
Music	205	Basic Physical Education2
Physical Ed.	100	Humanities2-3
Elective		Fundamentals of Nursing6
	101	Medical-Surgical Nursing10
	103	Medical-Surgical Nursing18
	202	Psychiatric Nursing6
	203	Trends in Nursing2
	204	Maternity Nursing5
	205	Nursing of Children5
	206	Ethics, Legal Aspects and Adm.2
Nurse Anest.	301	Prof. Adjust and Psy. of Anest.1
	302	Pharmacology in Rel. to Anest. I.3
	303	

304	Pharmacology in Rel. to Anest. II	3
305	Prin. and Pract. of Clin. Anest. I	2
306	Prin. and Pract. of Clin. Anest. II	2
307	Orientation to Anest.	1
308	Clin. Anest. Lab. I	3
309	Clin. Anest. Lab. II	3
310	Clin. Anest. Lab. III	2
311	Chem. and Phys. in Rel. to Anest.	3
312	Inhalation Therapy	2
401	Clin. Anest. Lab. IV	5
402	Clin. Anest. Lab. V	6
403	Clin. Anest. Lab. VI	5
404	Anat. and Physio. in Rel. to Anest. I	2
405	Anat. and Physio. in Rel. to Anest. II	2
406	Anat. and Physio. in Rel. to Anest. III	2
407	Anat. and Physio. in Rel. to Anest. IV	2
408	Physio. in Rel. to Anest.	1
409	History of Anest.	1

*Several Allied Health programs, including Nurse Anesthesia, require students to purchase liability insurance and furnish their own transportation to off-campus clinical affiliates. For extensive statements concerning these requirements, see "Allied Health" division in the Community College section of this Catalog.

**All Allied Health students must have a physical examination before entering any Allied Health program; forms should be submitted to the Student Health Services.

ALLIED HEALTH ADMINISTRATION

(Division of Allied Health)

This is a comprehensive program which is designed to provide practicing clinical level health professionals with the education to become lower and middle level supervisors and managers in health care agencies. It is specifically designed for allied health practitioners with an Associate in Science or Associate in Applied Science Degree who need administrative skills. In essence this is a 2+2 program with five options: (1) Medical Laboratory Technology; (2) Medical Records Technician; (3) Nursing; (4) Respiratory Therapy Technology; and (5) Veterinary Assistant Technology. Successful completion of the applicable associate degree curriculum constitutes the first two years of this program; the curricula for the third and fourth years for each of the options follow:

MEDICAL LABORATORY TECHNOLOGY

(Bachelor of Science)

Course Requirements

132 Sem. hrs.

		Semester 5	
English	250	Survey of English Literature	3
Social Science/History			3
Art	255	Art Appreciation	
or		or	

Music	205	Music Appreciation	2
A.H.	100	Medical Terminology	3
A.H.	101	Introduction to Health Care System	1
A.H.	104	Medical Record Science I	3
			15
		Semester 6	
English	260	Survey of American Literature	3
Social Science/History			3
Physical Ed.		(Any Basic Activity).	1
A.H.	102	Pathophysiology of Disease	3
Bus.	308	Personnel Management	3
Elective		(Consent of Advisor)	3
			16
		Semester 7	
Social Science/History			3
Speech	100	Intro. to Speech Communication	3
A.H.	301	Health Care Organizations	3
Bus.	309	Organization & Management	3
Bus.	306	Business Law	3
			15
		Semester 8	
Bus.	314	Office Management	3
Econ.	200	Economics	3
A.H.	302	Mgmt. Prob. of Hlt. Care Delivery Sys.	3
A.H.	401	A.H. Practicum & Seminar	4
Bus.	310	Statistics	3
			15

MEDICAL RECORD TECHNOLOGY

(Bachelor of Science)

Course Requirements		129 sem. hrs.	
		Semester 5	
English	108	Advanced Written English	3
Social Science/History			3
Science/Math			2-3
Psychology	305	Social Psychology	3
Bus.	308	Personnel Management	3
Elective		(Consent of adviser).	3
			17-18
		Semester 6	
English	250	Survey of English Literature	3
Social Science/History			3
Science/Math			2-3
Bus.	309	Organization & Management	3
Econ.	200	Economics	3
Physical Ed.	103	Records Management	2
			16-17
		Semester 7	
English	260	Survey of American Literature	3
Science/Math		(If not fulfilled above).	2-3
Physical Ed.		(Any basic activity)	1
A.H.	301	Health Care Organizations	3
Bus.	306	Business Law	3
Physical Ed.	251	Business Communications	2
			14-15

		Semester 8	
Speech	100	Intro. to Speech Communication	3
Art	255	Art Appreciation	
or		or	
Music	205	Music Appreciation	2
A.H.	302	Mgmt. Prob. of Hlt. Care	
		Delivery Sys.	3
A.H.	401	A.H. Practicum and Seminar	4
Elective		(Consent of Adviser)	3
		15	

NURSING

Bachelor of Science

Course Requirements

138 sem. h.

		Semester 5	
English	250	Survey of English Literature	3
Art	255	Art Appreciation	
or		or	
Music	205	Music Appreciation	2
Physical Ed.		(Any basic activity)	1
A.H.	101	Intro. to Health Care System	1
A.H.	104	Medical Record Science I	3
Bus.	308	Personnel Management	3
Sociology	305	Social Psychology	3
		Semester 6	
English	260	Survey of American Literature	3
History/Social Science			3
Elective (Consent of Adviser)			3
A.H.	103	Nsg. Procedures for Pedology	
		& Geontology	3
A.H.	105	Medical Record Science II	5
		Semester 7	
Physical		Scientific Methodology	2
Science	100	Intro. to Speech Comm.	3
Speech	100	Health Care Organizations	3
A.H.	301	Organization & Management	3
Bus.	309	Business Law	3
Bus.	306	Business Communications	2
Bus. Ed.	251		16
		Semester 8	
Physical Science	100	Scientific Methodology	2
or		or	
	101	Astronomy	2
or		or	
	102	Chemistry	2
or		or	
	103	Geology	2
or		or	
	104	Physics	2
A.H.	302	Mgmt. Prob. Hlt. Care Del. sys.	3
A.H.	401	A.H. Practicum & Seminar	4
Econ.	200	Economics	3
Bus.	141	Business Math	3
		15	

RESPIRATORY THERAPY TECHNOLOGY

Bachelor of Science

Course Requirements		142 sem. hrs.	
Semester 5			
English	108	Advanced Written English.	3
Chemistry	102	General Chemistry	4
or		or	
Math		(Above 111)	3
A.H.	100	Medical Terminology	3
A.H.	101	Intro. to Health Care System.	1
A.H.	104	Medical Record Science I	3
Elective			
or			
DP	100	Intro. to Electronic Data Proc..	3
			15-17
Semester 6			
English	250	Survey of English Literature	3
Social Science/History			3
Speech	100	Intro. to Speech Communication.	3
Bus.	308	Personnel Management.	3
A.H.	102	Pathophysiology of Disease.	3
			15
Semester 7			
English	260	Survey of American Literature	3
Social Science/History			3
A.H.	301	Health Care Organizations	3
Bus.	309	Organization & Management.	3
Bus.	306	Business Law	3
Sociology	305	Social Psychology	3
			18
Semester 8			
Social Science/History			3
A.H.	302	Mgmt. Prob. Hlt. Care Del. Sys	3
A.H.	401	A.H. Practicum & Seminar	3
Physical Ed.		(Any basic activity)	1
Econ.	200	Economics.	3
Art	255	Art Appreciation	
or		or	
Music	205	Music Appreciation.	2
			15

VETERINARY ASSISTANT TECHNOLOGY

Bachelor of Science

Course Requirements		Bachelor of Science		140 sem. hrs.
		Semester 5		
English	250	Survey of English Literature	3	
Social Science/History			3	
Physical Ed.		(Any basic activity)	1	
A.H.	104	Medical Record I	3	
Sociology	305	Social Psychology	3	
Bus.	308	Personnel Management	3	
Elective		(Consent of adviser)	3	
				16

		Semester 6	
English	260	Survey of American Literature
Chemistry	102	General Chemistry
Art	255	Art Appreciation
or		or	
Music	205	Music Appreciation
A.H.	102	Pathophysiology of Disease
A.H.	105	Medical Record Science II

		Semester 7	
Social Science/History	Health Care Organizations
A.H.	301	Organization & Management
Bus.	309	Economics
Econ.	200	Business Communications
Bus. Ed.	251		

		Semester 8	
Social Science/History	Mgmt. Prob. Hlt. Care Del. Sys
A.H.	302	A.H. Practicum & Seminar
A.H.	401	Business Law
Bus.	306	Advanced Written English
English	108		



Commerce

(Business Administration, Business Education, Economics, Secretarial Science)

The Division of Commerce offers the student several choices in his selection of a major field of study. Under the B.S. Degree the student may obtain a degree in Business Administration with a concentration in General Business, Accounting, Economics or Office Administration.

In the A.B. in Education Degree the student may earn a degree in Business Education-Comprehensive, Business Education-Secretarial, or Business Education-Business Principles.

In the area of two-year programs the student may select: Accounting, General Business, Banking, Real Estate, Secretarial, Clerical, Electronic Data Processing, or Retailing.

*Students may minor in the division in General Business, Accounting, Economics, Office Administration and Electronic Data Processing.

*In the area of one-year certificates, the student may select Secretarial or Clerical.

BUSINESS ADMINISTRATION

Group A, General

Major		39 sem. hrs.
Business	201, 202	Principles of Accounting6
	306, 307	Business Law6
Economics	201, 202	Economic Principles and
		Problems6
The additional requirement		21

These hours may be taken in any one of several combinations. Such combination to be agreed upon by student and adviser. Such combinations may include Business, Economics, and EDP classes, and Mathematics 115 and/or 116.

Minor (not open to majors in Group A or B. Open to majors in Group C and D) 18 sem. hrs.

The student in consultation with his adviser selects a set of related courses which would be more specifically in line with his interests and abilities. These courses may include Mathematics 115 and/or 116.

Group B Accounting

Major		39 sem. hrs.
Business	*201, 202	Principles of Accounting6
	203	Accounting Practicum2
	*301, 302	Intermediate Accounting6
	*306, 307	Business Law6
	310	Statistics3
	*330	Advanced Accounting I3
	*331	Advanced Accounting II3
	402	Business Finance3
	404	Cost Accounting3
	405	Auditing3
	406, 407	Federal Income Tax Accounting6
	409	Quantitative Management3
Economics DP	*201, 202	Economic Principles and Problems6
	100	Introduction to Electronic Data Processing3

	103	FORTAN Programming4
	104	Introduction to COBOL Programming4
Math	115	Intermediate Mathematics II4
	116	Calculus I4

*Required Courses.

Minor (not open to majors in Group A or B. Open to Majors in Group C and D) 18 sem. hr

Business	201, 202	Principles of Accounting6
	301, 302	Intermediate Accounting6
	330	Advanced Accounting3
	404	Cost Accounting3
	405	Auditing3
	406, 407	Federal Income Tax Accounting6
EDP	104	Introduction to COBOL Programming 24

Group C Economics**Major** 39 sem. hr

Economics	*201, 202	Economic Principles and Problems6
	*301	Intermediate Econ. Analysis:	
		Microeconomics3
	*302	Intermediate Econ. Analysis:	
		Macroeconomics3
	303	Money, Credit and Banking3
	305	Economics of Labor3
	307	Personal Finance3
	405	Economic Analysis3
	406	Guided Economic Study3
Business	201, 202	Principles of Accounting6
	310	Statistics3
EDP	100	Introduction to Electronic Data Processing3
	103	FORTAN Programming4
History	320	American Economic History3
Math	115	Intermediate Mathematics II4
	116	Calculus I4

*Required courses.

Minor (not open to majors in Group C; open to majors in Group A, B and D) 18 sem. hr

Economics	201, 202	Economic Principles and Problems6
	301	Intermediate Econ. Analysis:	
		Microeconomics3
	302	Intermediate Econ. Analysis:	
		Macroeconomics3
	303	Money, Credit and Banking3
	305	Economics of Labor3
	405	Economic Analysis3
	406	Guided Economic Study3
Math	115	Intermediate Mathematics II4
	116	Calculus I4

Group D Office Administration**Major** 34 sem. hr**Required Courses**

Business	201, 202	Principles of Accounting6
Bus. Educ.	102	Intermediate Typewriting2
	103	Records Management2
	211	Advanced Typewriting2
	251	Business Communications2
	301, 302	Advanced Shorthand and Transcription8
	311	Office Machines2
	314	Executive Dictation and Transcription2
	351	Exec. Office Admin. Management3
	352	Directed Office Experience2

EDP	101	Punched Card Data Processing	1
Home Ec.	103	Principles of Clothing Selection	2
Minor (not open to majors in Group D. Open to majors in Group A, B and C)			21 sem. hrs.
Business	201	Principles of Accounting	3
Bus. Educ.	101, 102	Beginning and Intermediate Typewriting or	
	211	Advanced Typewriting	4
	201	Beginning Shorthand	4
	202	Intermediate Shorthand	4
	301	Advanced Shorthand	4
	311	Office Machines	2

Curricula for Teaching Fields
and Specializations in Business Education

Business Education Comprehensive, grades 7-12			54 sem. hrs.
Business	*102	Introduction to Business	3
	*141	Business Mathematics	3
	*201, 202	Principles of Accounting	6
	306	Business Law	3
	310	Statistics	3
	314	Office Management	2
Bus. Educ.	*102, 211	Intermediate and Advanced Typewriting	4
	*103	Records Management	2
	*251	Business Communications	2
	*202	Intermediate Shorthand	4
	*301	Advanced Shorthand and Transcription	4
	*311	Office Machines	2
	*351	Executive Office Administrative Mgt.	3
	352	Directed Office Experience	2
	431	Methods and Materials in Teaching Bus. Education	2
Economics	*201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing	3
Business Education Secretarial, Single Teaching Field, grades 7-12			38 sem. hrs.
Business	*141	Business Mathematics	3
	*201, 202	Principles of Accounting	6
	306	Business Law	3
	310	Statistics	3
	314	Office Management	2
Bus. Educ.	*102, 211	Intermediate and Advanced Typewriting	4
	*103	Records Management	2
	*202	Intermediate Shorthand	4
	*301	Advanced Shorthand and Transcription	4
	*311	Office Machines	2
	*351	Executive Office Administrative Management	3
	352	Directed Office Experience	2
Business Education, Business Principles, Single Teaching Field, grades 7-12			39 sem. hrs.
Business	*102	Introduction to Business	3
	*201, 202	Principles of Accounting	6
	306	Business Law	3
	310	Statistics	3
	314	Office Management	2
Bus. Educ.	*102, 211	Intermediate and Advanced Typewriting	4
	*103	Records Management	2
	*311	Office Machines	2
	*351	Executive Office Administrative Management	3
	352	Directed Office Experience	2
Economics	*201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing	3

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

Fine Arts

(Art, Music, Speech Communication and Theatre)

ART

Fairmont State College Department of Art provides a program of study for the preparation of teachers in the visual arts, leading to the B.A. degree in Education and a minor in a non-teaching degree. The art curriculum and activities are committed to provide the highest professional education for the art teacher, the creative artist and scholar of the arts, and to play a major role in the cultural life of the college campus and the community.

The members of the Art Department faculty are professional artists as well as educators, exhibiting their work in state, regional and national exhibitions. Because of an excellent student-teacher ratio, the instructors are able to spend much time with individual instruction and counseling. As a candidate for the teaching degree, the student is not only trained in the skills of the creative artist, but is also given the background and training that will enable him to relate to and communicate with students.

Minor

24 sem. hrs.

History of Art Courses

(See Courses of Instruction) 5

Studio Work Courses

(See Courses of Instruction) 19

Curricula for Teaching Fields and Specializations

Art Specialization K-12

57 sem. hrs.

Required Courses

*Art	140	Art Structure and Applied Design	3
*Art	141	Art Structure and Applied Design	3
*Art	142	Drawing	3
*Art	241	Drawing from Life	3
*Art	155	Theory of Art	2
*Art	261	Painting	3
Art	262	Painting	3
Art	278	Ancient and Medieval Art	3
Art	283	Modeling and Sculpture	3
Art	284	Modeling and Sculpture	3
Art	355	Problems in Teaching Art I	2
Art	356	Problems in Teaching Art II	2
Art	363	Painting in Watercolor	3
Art	377	Italian and Northern Renaissance Art	3
Art	378	19th Century and Contemporary Art	3
Art	383	Ceramics	3
Art	384	Ceramics	3
Art	470	Senior Exhibit	1
Art	431	Methods and Materials in Teaching Art	2

Electives to be selected from the following studio courses:

Painting: Art 361, 362, 364, 461, 462, 463.

Ceramics: Art 464. Sculpture: Art 465.

Graphics: Art 341. Area Studies: Art 467, 468, 469 6

Art Single Teaching Field 7-12 38 sem. hrs.

Required Courses:

*Art	140	Art Structure and Applied Design	3
*Art	141	Art Structure and Applied Design	3
*Art	142	Drawing	3

Art	241	Drawing from Life	3
*Art	155	Theory of Art	2
*Art	261	Painting	3
Art	278	Ancient and Medieval Art	3
Art	283	Modeling and Sculpture	3
Art	356	Problems in Teaching Art II	2
Art	363	Painting in Watercolor	3
Art	377	Italian and Northern Renaissance Art	3
Art	378	19th Century and Contemporary Art	3
Art	383	Ceramics	3
Art	470	Senior Exhibit	1
Art Subject Specialization 4-8			30 sem. hrs.
Required Courses:			
*Art	140	Art Structure and Applied Design	3
*Art	141	Art Structure and Applied Design	3
*Art	142	Drawing	3
Art	155	Theory of Art	2
*Art	241	Drawing from Life	3
*Art	283	Modeling and Sculpture	3
Art	353	Elementary Art Education I	2
Art	354	Elementary Art Education II	2
*Art	363	Painting in Watercolor	3
Electives to be selected from the following courses:			
Painting: Art 261, 262, 361, 362, 364. Ceramics: Art 383, 384. Sculpture: Art 285, 465. Graphics: Art 341. History of Art: Art 278, 377, 378. Area Studies: Art 467, 468, 469			
			6
Courses marked with an asterisk must be completed before admission to the Initial Performance			
criticum.			

GRAPHICS/FINE ARTS

(Division of Fine Arts)

This is a 2+2 program in which successful completion of the associate degree in Commercial Design/Graphics constitutes the first two years of this bachelor's degree program. It is designed to provide training and skills beyond the associate degree level for the graphic artist, layout artist, illustrator, advertising designer, and for those positions in the printing industry that combine the skills of artist-layout-graphic arts.

Major

Course Requirements

***92 sem. hrs.**

Art	140	Art Structure & Applied Design	3
	141	Art Structure & Applied Design	3
	142	Drawing	3
	155	Theory of Art	2
	199	Special Topics in Art	3
	241	Drawing from Life	3
	261	Painting	3
	283	Modeling & Sculpture	3
	341	Graphics	3
	363	Painting in Watercolor	3
	378	Nineteenth Century & Contemp.	
		Art History	3
	467	Area Studies	3
	468	Elective in Art	2
Arch.	99-100	Design	2
	98-100	Printing Processes	3
	98-200	Composition & Photo. Mech. Prep.	3

	98-210	Image Transfer Mechanisms	3
	98-220	Estimating	3
	98-230	Layout and Design	3
	98-240	Graphic Arts Photography	3
	98-260	Practicum	6
	98-300	Continuous Tone Photography	2
	98-310	Adv. Continuous Tone Photography	3
	98-330	Adv. Layout & Design	3
	98-410	Printing Techniques	4
Bus. Ed.	101	Beginning Typewriting	
or		or	
Bus. Ed.	102	Intermediate Typewriting	2
English	109	Technical Report Writing	3
Journ.	240	Reporting	3
	320	Advertising	3
	343	Copy Editing & Make-up	3
	312	Publication Problems	3

*In addition to these 92 program hours, the student must complete the B.S. General Studies Requirements.

MUSIC

(Division of Fine Arts)

The Music Department offers a minor in the Bachelor of Arts Degree in Music and Comprehensive (1-12) Music Major under the Bachelor of Arts in Education Degree. The degree programs are organized to provide a thorough background for a music teacher or a professional career. Major applied areas are offered in vocal, instrumental (strings, woodwinds, brass and percussion), piano and organ.

The department provides excellent musical instruction for its students through highly qualified professional staff of performing and teaching professors, a constantly improving and varied curriculum, and a series of sequential musical experiences in all music degree programs. The department believes in exposing music students to many new and innovative educational and musical ideas as well as emphasizing the musical heritage of the past. Departmental organizations such as band, orchestra, chamber ensembles, stage band and soloists participate regularly in productions, concerts, and activities of the college and have toured in West Virginia, the United States, and Europe.

Opportunities are provided for music students to attend numerous recitals, productions and other musical events on and off campus. Several professional and fraternal organizations are sponsored by the department, including a student chapter of MENSA, Sigma Alpha Iota professional sorority for women music students, and a professional fraternity for men music students.

In 1966, the music department moved in to the New Fine Arts Building. It is well equipped with musical instruments and materials and its facilities include a piano classroom, theory room, music education room, listening library, instrumental and chamber rehearsal rooms, 18 practice rooms, nine studios and Wallman Concert Hall.

Specific Requirements

Specific Requirements			27 sem.
Minor			
Required Courses:			
Theory	3		
109-110 Theory, Comprehensive		8	
Appreciation			3
206 Music Appreciation for Majors		3	
Conducting			5

245	Fundamentals of Conducting	2	
429 or			
430	Instrumental or Choral Methods and Advanced Conducting	3	
*Applied Music			8
107	Piano (Min. 3) (Piano Proficiency)		
141	Voice (Min. 1)		
211-217	Orchestral Instrument Classes (Min. 3)		
Participation			3

See FSC Bulletin Music Supplement for requirements for recitals, concert attendance, applied levels, piano proficiency, and freshman level assignments, etc.

A music minor in addition to the three hours participation credit, must be enrolled in a major performance group (band, chorus, orchestra) during each semester of college attendance.

Curriculum for Teaching Specialization in Music

Courses marked with an asterisk must be completed before a student is admitted to the Initial Performance Practicum. See FSC Bulletin Music Supplement for requirements for recitals, concert attendance, applied levels, piano proficiency, and freshman level assignments, etc.

Subject Specialization K-12	59 sem. hrs.
Students elect either Choral, Instrumental, or Piano-Organ emphasis)	
I. Theory, Comprehensive:	18 sem. hrs.
Music 109, 110, 209, 210 Comprehensive Theory*	16
Music 309, Orchestration*	2
II. History and Appreciation:	9 sem hrs.
Music 101, Recitals and Seminar (each semester)*	N/C
Music 206, Music Appreciation for Majors*	3
Music 315, 316, 317 Music History*	6
III. Conducting:	4 sem. hrs.
Music 245, Fundamentals of Conducting*	2
Music 347, Advanced Conducting (Instrumental and Choral)*	2
IV. Participation:	4 sem. hrs.
Music 167, 169, 172, 173 (Collegiates, Band, Orchestra, and Chorus****)	
V. Applied Music and Classes:	18 sem. hrs.
1. Applied Major (Emphasis)	
I-VII*	7
103 Organ, 107 Piano, 177-204 Instrumental, 141 Voice	
2. Instrumental Classes	4
211, String Class I-II*	1
(Recommended all majors take 211-II)	
213-I Brass Class*	1
215-I Woodwind Class*	1
217-I Percussion Class*	1
170 Lab Band-Orch.*	N/C
3. Music 440, Senior Recital	1
(See FSC Music Supplement for applied requirements)	
4. Additional Requirements	6
a. Choral Emphasis:	
Instrumental Class II	1
or Music 320, Keyboard Accomp.**** Piano***	
105 I-II, Piano Class*	2
107, I, II, III Piano	3
b. Instrumental Emphasis:	
Instrumental Class II	1
Note: Brass Majors must take 215 & 415, Wood-	
wind majors must take 213, Percussion majors	
must take 213 & 413 and 215 & 415, and	
may be excused from 217 by passing rhythmic read-	
ing proficiency.	

Piano*** 105 I & II, Piano	2	
Class* 107 I-II, Piano	2	
139 Voice Class	1	
c. Piano and Organ Major:		
Instrumental Class II	1	
or 103 Organ or 320 Keyboard Accompanying.		
Applied Minor (Instrumental or Voice)	4	
139 Voice Class	1	
VI. Music Education:		6 sem. hr
Music 328, Elementary Music Methods, Materials and Administration.* ..	2	
Music 429, Instrumental Methods,		
Materials and Administration*	2	
Music 430 Choral Methods,		
Materials and Administration*	2	
NOTE: Music 431 Methods and Materials in Teaching General Music, 7-12 (Educational Block Course)		
All Music majors with an instrumental Emphasis must take Band their Freshman and Sophomore years and at least one semester of chorus recommended.		
All Music Majors to meet attendance requirements for graduation, must be enrolled in Music 1, Concerts, Recitals and Seminars (CRS) N.C., each semester enrolled.		
*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.		
**Laboratory Band-Orchestra is held once each week for non-credit (NC). All persons taking Music 211, 213, 215, 217, 411, 413, 415, and 417 are required to participate.		
***Piano is required of all music students. At the completion of the required number of hours (4), each student must pass the piano proficiency examination. If failed, the student must continue to take piano until the piano proficiency examination is passed. This requirement is necessary for a degree in music. A student who so desires, may take the piano examination after completing one or more hours of piano. If successful, he is excused from the remaining hours which must be added to music electives in an applied area.		
****Music 320, Keyboard Accompanying, may be substituted for one hour of applied piano.		
*****A first field or minor in addition to the four (4) hours participation credit, must be enrolled in a major performance group (band, choir, orchestra) during each semester of college attendance. Participation enrollment should be in line with the applied major.		

SPEECH COMMUNICATION AND THEATRE

(Division of Fine Arts)

The Department of Speech Communication and Theatre has designed a program to provide students with a variety of choices to develop their knowledge and skills through performance and achievement. The use of oral communication skills still dominates men's efforts to work and live together. Modern society and business are demanding higher levels of communication skills. By building a base of performance experience through classroom exercises, public performances and regional competition, students can achieve above-average levels of oral communication skills which will increase their choices in a highly competitive job market.

The goal of all curricular and co-curricular activities of the Department of Speech Communication and Theatre is to increase student understanding and skills in a wide variety of oral communication events. Co-curricular activities offered by this department are designed to be learning experiences for students enrolled in departmental courses and for students who are not enrolled in department classes.

A number of program choices are available to students in the Department of Speech Communication and Theatre. Students may choose a degree program in:

1. a 2 year Associate of Arts general studies degree and concentrate in either speech communication or theatre. This option is available for students with little background in either speech communication or theatre who want to be prepared to pursue professional degree programs in either field.

2. a minor degree program for those students who are pursuing a degree with a major in another field. Minor programs are available in speech communication and theatre with concentrations in speech communication, theatre, or radio and television.
3. an education major in speech communication and theatre for those who want to teach these subjects grades 7-12.
4. a subject specialization in oral communication at the middle school level for those students interested in teaching these subjects in grades 4-8.
5. a 2 year Associate of Arts degree in radio and television for those students interested in entering the broadcasting industry.

All students (majors, minors, and non-majors) are invited and encouraged to participate in the co-curricular activities of this department. These activities include:

FORENSICS:

- A. Intercollegiate debate
- B. Group discussion.
- C. Individual events — interp events; oral interpretative reading, Readers' Theatre, intercollegiate competition in all individual performing areas, including oral interpretation

Public Speaking

- D. oratory, extemporaneous, information, persuasion, impromptu, and after-dinner speaking, rhetorical criticism.

THEATRE: Masquers' productions, studio productions, Masquers' Town and Gown productions, Masquers' Jr. (children's theatre) productions, and radio and television productions.

SPEECH COMMUNICATION AND THEATRE

NOR

28 sem. hrs.

I. Required Core Courses:

12 hrs.

Speech Comm.	100	Introduction to Speech Communication	.3
Speech Comm.	105	Voice and Diction	.3
Speech Comm.	171	Introduction to Broadcasting	.2
Theatre	100	Theatre Appreciation	.2
Theatre	220	Oral Interpretation	.2

II. Minor Concentration in Theatre or in Speech Communication

A. Theatre Minor Concentration: select 16 hours of required courses

1. Required Courses

16 hrs.

Theatre	140*	Theatrical Production	.2
Theatre	148*	Theatre Workshop I-IV	.1
Theatre	230	Acting	.2
Theatre	238	Acting Workshop I-IV	.1
Theatre	260	Theatre History	.3
Theatre	244	Introduction to Theatrical Design	.3
Theatre	212	Theatrical Make-Up	.1
Theatre	336	Directing	.2
Theatre	438	Theatrical Directing Practicum	.1

2. Elective Courses in Theatre may be selected from the Theatre course offerings.

3. Recommended Related Courses

Art 255 or Music 205 (one not used to meet General Education Requirements), English 318, English 315, English 422, Music

B. Speech Communication Minor Concentration: select 16 hours of required courses.

1. Required courses

16 hrs.

Speech Comm.	173	Radio/TV Production	.4
--------------	-----	---------------------	----

- | | | | |
|--------------|-----|---|---|
| Speech Comm. | 233 | Interpersonal and Small Group Communication | 3 |
| Speech Comm. | 241 | Argumentation and Debate | 3 |
| Speech Comm. | 337 | Persuasive Communication | 2 |
| Speech Comm. | 345 | Oratory | 1 |
| Speech Comm. | 459 | Speech Correction | 3 |
2. Elective Courses in Speech Communication may be selected from the Speech communication course offerings.
3. Recommended Related Courses
English 319, Journalism 270, Psychology 101, Psychology 240.

*One hour of Theatre 148 (Theatre Workshop) must be taken concurrently with Theatre (Theatrical Production.) Previously acquired credit in Theatre 148 or 348 will not fulfill the requirement.

III. Performance

In order that a student minoring in Speech Communication and Theatre may be recommended for graduation by the Speech Communication and Theatre faculty, he must perform in one or more of the department faculty directed/sponsored public performance areas listed below. A student must reach a satisfactory level of proficiency in at least one of the performance areas. Each student's performance and level of proficiency will be periodically appraised by the faculty.

Performance Areas

1. **Theatre:** acting, technical crews, directing, public relations, house management, business management, etc. with Masquers' Town and Gown Players, Masquers, Jr., or studio theatre presentations.
2. **Oral Interpretation:** reader's theatre, inter-collegiate festivals, contests, and other public performances.
3. **Public Speaking:** inter-collegiate debate, public speaking contests, festivals, and other public speaking presentations.
4. **Radio/TV:** acting, producing, writing, announcing, etc. for FSC campus radio and TV public broadcasts.

Curricula for Teaching Field and Specialization in Oral Communications (Speech Communication and Theatre)

Single Teaching Field, Grades 7-12

32 sem. h.

I. Required Courses

Speech Comm.	105*	Voice and Diction	3
Speech Comm.	171*	Introduction to Broadcasting	2
Theatre**	140*	Theatrical Production	2
Theatre**	148*	Theatre Workshop	1
Speech Comm.	221*	Classroom Communication	3
Theatre	220*	Oral Interpretation	2
Speech Comm.	337*	Persuasive Communication	2
Speech Comm.	241*	Argumentation and Debate	3
Speech Comm.	345	Oratory	1
Theatre	230*	Acting	2
Theatre	336*	Theatrical Directing	2
Theatre	438*	Theatrical Directing Practicum	1
Speech Comm.	459	Speech Correction	3
Speech Comm.	431	Methods and Materials for Teaching Speech Communication and Theatre	2

*Courses marked with an asterisk must be completed before the Initial Performance Practicum

**The one required hour in Theatre 148 (Theatre Workshop) must be taken concurrently with theatre 140 (Play Production). Previously acquired credit in Theatre 148 or Theatre 348 will not fulfill this requirement.

II. Elective Courses. Select from either or both areas. 5 sem. hrs.

Theatre	100	Theatre Appreciation	2
Theatre	148	Theatre Workshop	1-3
Theatre	160	Technical Theatre Practicum: Costuming I	1
Theatre	162	Technical Theatre Practicum: Lighting I	1
Theatre	164	Technical Theatre Practicum: Properties I	1
Theatre	166	Technical Theatre Practicum: Scenic I	1
Theatre	168	Technical Theatre Practicum: Sound I	1
Theatre	212	Theatrical Make-Up	1
Theatre	238	Acting Workshop	1-4
Theatre	244	Introduction to Theatrical Design	3
Theatre	260	Theatre History	3
Theatre	314	Advanced Theatrical Make-Up	1
Theatre	326	Advanced Oral Interpretation	2
Theatre	330	Advanced Acting	3
Theatre	348	Theatre Workshop	1-4
Theatre	350	Children's Drama	3
Theatre	352	Children's Theatre Practicum	1
Theatre	354	Creative Drama Practicum	1
Theatre	356	Summer Theatre: Rehearsal and Performance	1-3
Theatre	360	Technical Theatre Practicum: Costuming II	1
Theatre	362	Technical Theatre Practicum: Properties II	1
Theatre	364	Technical Theatre Practicum: Lighting II	1
Theatre	366	Technical Theatre Practicum: Scenic II	1
Theatre	368	Technical Theatre Practicum: Sound II	1
Theatre	390	Scenic and Property Design	3
Theatre	392	Costume History and Design	3
Theatre	394	Lighting and Sound Design	3
Theatre	424	Stage Dialects	1
Theatre	428	Oral Interpretation Practicum	1-4
Theatre	432	Acting Workshop	1-4
Theatre	480	Theatre Business Management and Promotion	3
Theatre	484	Theatre Business Management Practicum	1-2
Theatre	488	Promotion Practicum	1-2
Theatre	490	Directed Study in Theatre	1-4
Speech Comm.	103	Listening Skills	1
Speech Comm.	215	Non-Verbal Communication	2
Speech Comm.	219	Language in Speech Communication	3
Speech Comm.	361	Speaking for Business and Professionals	3
Speech Comm.	369	Communication in Organizations	3
Speech Comm.	371	Advanced Radio and Television Production	3
Speech Comm.	439	Public Speaking Practicum	1-8
Speech Comm.	449	Intercollegiate Debate	1-4
Speech Comm.	491	Directed Study in Speech Communication	1-4

Oral Communications, Subject Specialization 4-8			26-27 sem. h
Speech Comm.	105	Voice & Diction	3
Speech Comm.	171	Introduction to Broadcasting	2
Speech Comm.	221	Classroom Communication	3
Theatre	220	Oral Interpretation	2
Speech Comm.	337	Persuasive Communication	2
or			
Speech Comm.	233	Interpersonal and Small Group Communication ...	2
Theatre	230	Acting	2
Theatre	336	Play Directing	2
Theatre	438	Play Directing Prac.	1
Theatre	350	Children's Drama	3
Theatre	354	Creative Drama Practicum	1
Speech Comm.	459	Speech Correction	3
Speech Comm.	431	Methods & Materials in Teaching	
		Speech Communication and Theatre	2

III. Performance

In order that the AB in Education student with a teaching field in Oral Communications (grades 4-8) may be able to meet the competencies for state teacher accreditation and hence be recommended for the Professional Block by the Speech Communication and Theatre faculty, he must perform extensively in one or more of the department faculty directed/sponsored public performance areas listed below. The activities in these areas are necessary cocurricular supplements and extensions of classroom experiences. The student's performances in the areas must be extensive enough that the student reaches a satisfactory level of proficiency in at least one of the performance areas. A periodic appraisal of the extent of the student's performance and level of proficiency will be made.

Performance Areas

1. Theatre: acting, technical crews, directing, public relations, house management, business management, etc, with Masquers, Masquers' Town and Gown Players, Masquers, or studio theatre presentations.
2. Oral Interpretation: reader's theatre, inter-collegiate festivals, contests, and public performances.
3. Public Speaking: inter-collegiate debate, public speaking contests, festivals, and other public speaking presentations.
4. Radio/TV: acting, producing, writing, announcing, etc. for the FSC campus radio and TV public broadcasts.

Speech Pathology and Audiology

Fairmont State College is entering a cooperative arrangement with West Virginia University whereby interested students could (1) enroll at FSC for two years taking general studies (core) requirements and four basic Speech Pathology and Audiology courses in Fairmont State College's Speech Communication and Theatre Department and then (2) transfer to the Speech Pathology and Audiology Department at West Virginia University to complete coursework and clinical requirements for the B.S. degree in Speech Pathology and Audiology (now a pre-professional degree in West Virginia). This program will be offered only when faculty is available.

Health, Physical Education, Recreation, and Safety

The Division of Health Education, Physical Education, Recreation and Safety offers Bachelor of Science in Health Science, and also a minor for students interested in pursuing a career in this area.

Bachelor of Science — Health Science

Course Requirements		59 sem. hrs. 13
HTH 100	Personal Health	2
HTH 150	Introduction to Health Science	2
HTH 202	Community Health Problems (PR: Biology, 101, 102)	3
HTH 370	Contemporary Health Issues (PR: Psy. 101, Soc. 110)	3
HTH 410	Seminar in Public Health Education	4
HTH 412	Drug Use — Abuse — Addiction	2
HTH 415	Human Sexuality	2
HTH 425	Environmental Health	2
HTH 450	Field Practicum in Public Health	4
Related Requirements		
PHED 211	Anatomy and Physiology	4
EMS 100	Emergency Medical Training	4
SAF 203	General Safety Education	3
CHEM 101	General Chemistry	4
CHEM 102	General Chemistry	4
PSY 210	Personal Adjustment	3
PSY 250	Community Psychology	3
SOC 200	Social Problems	3
SOC 305	Social Psychology	3
EDUC 220	Areas of Exceptionality in Special Education	3

Minor — Health Science 20 sem. hrs.

HTH 100	Personal Health	2
HTH 150	Introduction to Health Science	2
HTH 202	Community Health Problems	3
HTH 370	Contemporary Health Issues	3
HTH 410	Seminar in Public Health Education	4
HTH 412	Drug Use — Abuse — Addiction	2
HTH 415	Human Sexuality	2
HTH 425	Environmental Health	2

PHYSICAL EDUCATION

(Division of Health, Physical Education, Recreation and Safety)

In the Bachelor of Science curriculum major and minor programs of study are offered in Physical Education for students interested in pursuing careers other than coaching (physical therapy, graduate research) which require background knowledge in Physical Education. The Bachelor of Arts in Education curriculum offers a subject specialization in Physical Education, grades 7 thru 12. The Physical Education program is designed to stimulate the development of minimal competencies in the formulation, explanation, analyzing, and synthesizing of concepts related to effective performance of land and human movement activities.

Bachelor of Science — Physical Education

Major

Course Requirements

38 sem. s

Sport Science

13

PH ED	211	Anatomy and Physiology (PR: Biology 101, 102).4
PH ED	212	Physiology of Exercise (PR: PH ED 211).3
PH ED	313	Mechanical Analysis (PR: PH ED 211)3
PH ED	318	Sport Social Psychology (PR: Psy. 10, Soc. 110, PH ED 222).3

Sport Theory

12

PH ED	121	Introductory Seminar in Educational Sport2
PH ED	222	Foundations of Educational Sport (PR: PH ED 121).2
PH ED	231	Games and Rhythms (PR: PH ED 121, Majors only).2
PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only).2 or
PH ED	233	Advanced Aquatics — Lifesaving (PR: PH ED 121, Majors only).2
PH ED	234	Field Sports I (PR: PH ED 231).2
PH ED	236	Field Sports II (PR: PH ED 234)2 or
PH ED	235	Court Sports I (PR: PH ED 231)2
PH ED	237	Court Sports II (PR: PH ED 235)2

Related Science

CHEM	101	General Chemistry4
PHYS	101	Introduction to Physics3

Restricted Electives (Select Two)

PSY	230	Social Psychology3
PSY	240	Statistics3
SOC	301	Anthropology3

Minor

Course Requirements

32 sem. s

Sport Science

PH ED	211	Anatomy and Physiology (PR: Biology 101, 102).4
PH ED	212	Physiology of Exercise (PR: PH ED 211).3
PH ED	313	Mechanical Analysis of Sport (PR: PH ED 211).3
PH ED	318	Sport Social Psychology (PR: Psy. 101, Soc. 110, PH ED 222).3

Sport Theory

PH ED	121	Introductory Seminar in Educational Sport2
PH ED	222	Foundations of Educational Sport2

Sport Laboratory

PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only).2 or
PH ED	233	Advanced Aquatics — Lifesaving (PR: PH ED 121, Majors only, Consent)2
PH ED	234	Field Sports I (PR: PH ED 231).2
PH ED	236	Field Sports II (PR: PH ED 234)2 or
PH ED	235	Court Sports (PR: PH ED 231)2
PH ED	237	Court Sports II (PR: PH ED 235)2

Related Science

CHEM	101	General Chemistry4
PHYS	101	Introduction to Physics3

Curriculum For Teaching Field Subject Specializations in Physical Education

Single Teaching Field 7-12 Course Requirements

37 sem. hrs.

Support Science

PH ED	211	Anatomy and Physiology (PR: Biology 101, 102).	4
PH ED	212	Physiology of Exercise (PR: PH ED 211).	3
PH ED	313	Mechanical Analysis of Sport (PR: PH ED 211).	3
PH ED	318	Sport Social Psychology (PR: Psy. 101, Soc. 110, PH ED 222).	3

Support Theory

PH ED	121	Introductory Seminar in Educational Sport	2
PH ED	222	Foundations of Educational Sport (PR: PH ED 121)	2
PH ED	223	Evaluation of Instruction in Sport (PR: PH ED 222)	3
PH ED	324	Educational Sport (PR: PH ED 222, 223)	3
PH ED	325	Psychomotor Analysis Lab (PR: PH ED 324)	2

Support Laboratory

PH ED	231	Early Psychomotor Activities (PR: PH ED 121, Majors Only)	2
PH ED	232	Basic Aquatics (PR: PH ED 121, Majors only)	2
PH ED	233	or Advanced Aquatics and Lifesaving (PR: PH ED 121, Majors only, consent)	2
PH ED	234	Field Sports I (PR: PH ED 231)	2
PH ED	235	Court Sports I (PR: PH ED 231)	2
PH ED	236	Field Sports II (PR: PH ED 234)	2
PH ED	237	Court Sports II (PR: PH ED 235)	2

Must be completed prior to the Initial Performance Practicum.

Subject Specialization K-12

43 sem. hrs.

Course Requirements

Support Science

PH ED	211	Anatomy and Physiology	4
PH ED	212	Physiology of Exercise	3
PH ED	313	Mechanical Analysis	3
PH ED	318	Sport Social Psychology	3

Support Theory

PH ED	121	Introductory Seminar	2
PH ED	222	Foundations of Educational Sport	2
PH ED	223	Evaluation of Inst. in Sport	3
PH ED	324	Educational Sport	3
PH ED	325	Psychomotor Analysis Lab	3

Support Laboratory

PH ED	231	Early Psychomotor Activities	2
PH ED	232	Basic Aquatics	
PH ED	233	or Advanced Aquatics-Lifesaving	2
PH ED	234	Field Sports I	2
PH ED	235	Court Sports I	2
PH ED	236	Field Sports II	2
PH ED	237	Court Sports II	2

Related Requirements

PH ED	204	Health/Safety Seminar	3
PH ED	431	Methods and Materials in Teaching Physical Education	2

RECREATIONAL LEADERSHIP

(Division of Health, Physical Education, Recreation and Safety)

The curriculum of this minor is designed to provide a foundation of recreation philosophy principles and objectives. Included are "field" experiences which are designed to provide practical experience in a variety of recreational settings with different clientele. This minor also provides a variety of elective classes in sport coaching, outdoor recreation, and aquatic activities.

Minor B.A. and B.S. Degree

70 sem.

Course Requirements

REC	141	Introduction to Recreation	3
REC	142	Social Recreation	3
REC	143	Outdoor Recreation	3
REC	144	Group Leadership	3
REC	145	Program Planning and Organization	3
REC	146	Folk and Square Dance	2
REC	153	Seminar in Outdoor Recreation	2
REC	154	Recreation Field Work I	2
REC	155	Recreation Field Work II	2

Related Requirements

ENG	104	Written English	3
ENG	108	Advanced Written English	3
SPCH COMM	101	Fundamentals of Speech Communication	3
THEATRE	151	Play Production	2
BIOL	101	General Biology	4
BIOL	102	General Biology	4
I.E.	186	Recreational Crafts	2
MUS	205	Music Appreciation	2
BUS	201	Principles of Accounting	3
SOC	110	Introduction to Sociology	3
PSY	101	Introduction to Psychology	3
SAF	101	First Aid	2
PH ED	231	Games and Rhythms	2
PH ED	232	Basic Aquatics	2
PH ED	233	Advanced Aquatics — Lifesaving	2
PH ED	234	Field Sports I	2
PH ED	236	Field Sports II	2
		or	
PH ED	235	Court Sports I	2
PH ED	237	Court Sports II	2

SPORT COACHING

This sequence is NOT a B.S. Major or Minor Program, nor is it a separate certificate teaching degree program. This fifteen-hour course sequence in Coaching is designed to meet the need in secondary schools for qualified, professionally trained athletic coaches.

Course Requirements

15 sem.

PH ED	355	Scientific Foundations of Sport Coaching	4
PH ED	356	Administration and Coaching of Sport	3
PH ED	357	Medical-Legal Aspects of Sport Coaching	2
PH ED	358	Techniques of Sport Coaching	6

Language and Literature

(English, French, German, Journalism, Library Science, and Spanish)

English

The English program is designed to provide instruction in the English language and literature written in English as part of the college's educational program, thereby developing increased proficiency in communication skills and encouraging judgment and appreciation of the values of literature for the individual and for society. It is also intended to provide leadership and constructive influence in promoting literacy and the appreciation of literature in elementary and secondary schools of the state, particularly through the training of English teachers and by seeking to obtain high standards in teacher education. A third aim of the English program is to cooperate with the English departments of all colleges and universities in the state in the effort to promote in the academic community, the state, and the nation an understanding of the importance of language and literature as an element in liberal education. A final aim of the English program — which is a result of its general concern with academic excellence — is to make available honors courses for talented and highly motivated students.

Advanced Standing

By reviewing high school records and performances on the ACT, the Registrar will determine eligibility for advanced standing and credit in English. To qualify, a student must have no semester grade of less than B in each of the four units of high school English and a standard score of 22 or higher on the English part of the ACT.

Major in English — Bachelor of Arts 30 sem. hrs.

Prerequisites: In addition to the General Studies requirements in English (Eng. 104, 105, 250, 260), the major is required to complete 30 hours in English courses beyond the college level, according to the following plan:

- Option 1. All students must take English 315, Shakespeare 3
and English 341 Survey of World Literature 3
- Option 2. The student must then select one course from each of the following groups:
Group A — 353. Eighteenth Century Literature; 420 Seventeenth Century Literature; 421. Chaucer* 3
Group B — 311. Literature of the Romantic Period; 312. Literature of the Victorian Period; 346. The British Novel. 3
Group C-319. General Semantics; 321. Study of the English Language; 421. Chaucer* 3
Group D — 302. Narrative and Descriptive Writing; 413. Expository Writing. 3
Group E — 347. The American Novel; 350. American Prose; 360. Major American Poets 3
Group F — 318. Modern Drama; 343. The Current Scene in Literature. . . 3
*Chaucer may be counted only once, either in Group A or C.
- Option 3. Six hours must be selected from among the six groups above and/or from the following list of three-hour courses 6
 - 322 The Short Story
 - 342 Survey of World Literature (Renaissance to Modern)
 - 348 The Bible as Literature
 - 351 Minority Literature
 - 352 Southern Literature
 - 372 The Art of the Motion Picture
 - 376 Civilization — A Personal View
 - 422 The British Drama
 - 423 Literary Criticism

Section 4. The following courses can only be taken as open electives and, therefore, would not count toward the required 30 hours.

- 207 Children's Literature
- 371 Folk Literature
- *450 Honors Literature
- **460 Independent Studies

Minor in English

18 sem. s.

Preliminaries: In addition to the twelve General Studies semester hours required in English (104, 108, 250, 260), the English minor is required to complete 18 hours in English courses beyond the 200 level, according to the following plan:

Required Courses on the 300-400 level:

18 sem. s.

- English 315, Shakespeare3
- English 341, Survey of World Literature3
- One course selected from Groups A or B, above.3
- One course selected from Groups C or D, above.3
- Two courses, 300-400, selected from any area above, except Section 46

*In order to enter this course, a student must have the consent of the Honors Committee.

**When extreme hardship in scheduling is placed on a student, he or she may request the chairman of the English Department (who will confer with the chairman of the departmental Curriculum Committee) to substitute this course for any course above.

OR

Minor in Business and Technical Writing

18 sem. s.

Preliminaries — In addition to the twelve General Studies semester hours required in English (104, 108, 250, 260), the English minor taking this option is required to complete 18 hours in English and Journalism courses according to the following plan:

- English 109, Technical Report Writing3
- English 309, Advanced Technical Communication3
- English 319, General Semantics3
- English 413, Expository Writing3
- *Journalism 240, Reporting I3
- Journalism 312, Publication Problems.3
- *Journalism 240 should be taken before Journalism 312.

Curricula for Teaching Field and Specializations in English and Language Arts

English, Single Teaching Field 7-12

37 sem. s.

Mandatory Requirements:

- | | | | |
|------------|-----|------------------------------------|---|
| Journalism | 240 | Reporting I | 3 |
| *Education | 300 | Reading Process | 2 |
| *Education | 304 | Developmental Reading | 2 |
| English | 315 | Shakespeare | 3 |
| English | 319 | General Semantics. | 3 |
| *English | 321 | Study of the English Lang. | 3 |
| English | 423 | Literary Criticism. | 3 |

Elective Requirements: (choose any two courses from the following group)

- | | | | |
|---------|-----|----------------------------------|---|
| English | 311 | Lit. of the Romantic Period | |
| English | 312 | Lit. of the Victorian Period | |
| English | 353 | Eighteenth Century Lit | 6 |
| English | 420 | Seventeenth Century Lit. | |
| English | 421 | Chaucer | |

Elective Requirements: (Choose one course from each of the following groups)

- | | | | |
|---------|-----|--------------------|---|
| English | 318 | Modern Drama | |
| | | or. | 3 |
| English | 422 | The British Drama | |
| English | 346 | The British Novel | |
| | | or. | 3 |
| English | 347 | The American Novel | |

English	302	Narr. & Descrip. Writing or.	3	
English	413	Expository Writing		
English	343	The Current Scene in Lit.		
English	351	Minority Literature	3	
English	352	Southern Literature		
English	360	Major American Poets		
Language Arts Subject Specialization 7-9				28 sem. hrs.
Mandatory Requirements:				
English	207	Children's Literature	3	
English	315	Shakespeare	3	
English	319	General Semantics	3	
*English	321	Study of the English Language	3	
English	342	Survey of World Literature	3	
English	343	The Current Scene in Literature	3	
*Education	300	Reading Process	2	
*Education	304	Developmental Reading	2	
Elective Requirements: (choose from each of the following groups)				
English	351	Minority Literature or.	3	
English	352	Southern Literature		
English	302	Narrative & Descrip. Writing or.	3	
English	413	Expository Writing		
Language Arts Subject Specialization 4-8				23 sem. hrs.
Mandatory Requirements:				
English	207	Children's Literature	3	
English	302	Narrative & Descrip. Writing	3	
English	319	General Semantics	3	
*English	321	Study of the English Language	3	
English	322	The Short Story	3	
English	360	Major American Poets	3	
*English	431	Methods of Teaching English	2	
Elective Requirements: (choose one course from the following group)				
Library Sci.	210	Lib. Materials for Adolescents		
English	341	Survey of World Lit.	3	
English	348	The Bible as Literature		
English	371	Folk Literature		

Courses marked with an asterisk must be completed prior to admission to the Initial Performance Curriculum.

FRENCH

(Division of Language and Literature)

Students taking French courses enroll in a program aimed at developing skills in reading, speaking, listening and writing. There is instruction in French civilization, culture, and literature, all aimed at an understanding of the French mind. Students preparing to teach French, and those preparing for fields of international relations and business are available a series of courses in conversation and composition to establish these advanced skills.

FRENCH MAJOR

(In collaboration with the Foreign Language Department of
West Virginia University)

B.A. and B.A. in Education 30 sem. hrs.
(Single Teaching Field, Grades 7-12)
Required Courses

(Note that six hours of the starred courses are taken at West Virginia University normally during one summer session)

French	101	Elementary French	3
	102	Elementary French	3
	201	Intermediate French	
		or	
	215	Outside Reading in French I	3
	202	Intermediate French	
		or	
	216	Outside Reading in French II	3
	292*	Pro-Seminar. (France in Perspective and	
		Contemporary Literature, 3 sem. hrs. each.	6
		or	
	292**	Pro-Seminar (Conversation and	
		Contemporary French Culture**).	6
	311	French Composition and Conversation I	3
	312	French Composition and Conversation II	3
	314	French Civilization and Culture	3
	426	Main Currents of French Literature	
		and Culture	3

*France in Perspective and Contemporary Literature are taken as a group on the West Virginia University Campus, normally during one summer session, and are the Pro-Seminar Topics assigned by Fairmont State College.

**Conversation and Contemporary French Culture, for six credit hours, is taken in the West Virginia University French Program Overseas, in Cannes, France, during a summer session. This is optional, and may be taken instead of the summer campus program marked with one asterisk.)

Minor

24 sem. hrs.

Required Courses

101, 102, 201, 202, and one course from the 311-312 group

Electives

Selected from any of the remaining French courses.

French Subject Specialization, Grades 4-8

Required Courses

20 sem. hrs.

French	101	Elementary French	3
	102	Elementary French	3
	201	Intermediate French, or	
		215 Outside Reading in French I	3
	202	Intermediate French, or	
		216 Outside Reading in French II	3
	311	French Composition and	
		Conversation I or French 312	
		Composition and Conversation II	3
	314	French Civilization and Culture	3
	431	Methods and Materials in	
		Teaching French	2

For any six semester hours, except 101 and 102, of the above courses, French 292 Pro-Seminar, six semester hours, in the West Virginia University French program overseas, in one semester session, may be taken.

GERMAN

(Division of Language and Literature)

In today's shrinking world it is increasingly useful — and often necessary — to speak, read, write and understand a foreign language. The German program is designed

master these skills in the student who seeks to understand and communicate with the sons of people who speak the Germanic tongue. Elementary offerings are basic: vocabulary, grammar, pronunciation and an introduction to German culture. Intermediate courses build on this foundation and offer opportunities for a deeper understanding of the German people through a continued study of the literature and discussion of current events.

or			18 sem. hrs.
Required Courses			
German	101, 102	Elementary German	6
	201, 202	Intermediate German	6
Electives from the following courses:			
	210	Masterpieces of German Literature	3
	230	German Special Topics II	3
	301	The German Novel	3
	302	German — Drama and Lyric Poetry	3
	303	Special Topics	3

JOURNALISM

(Division of Language and Literature)

The Journalism curriculum at Fairmont State College provides students with three generic program choices and unlimited possibilities of practical mass media experience. Academically, students may select the Journalism Teaching Specialization, grades 312-343, if they decide to teach high school journalism and advise school newspapers, yearbooks, books, magazines, etc.; or they may choose one of the two available options of the Journalism minor. Additional expertise may be obtained by working on the award-winning student publications — THE COLUMNS, the college's weekly newspaper, and THE YEARBOOK, the college yearbook, both of which recently achieved national and state recognition for excellence, as noted in their mastheads — or by interning at a local newspaper where they master usage of video display terminals while they gain reportorial experience as reporters under the supervision of professional journalists.

Journalism is offered as a single teaching specialization or teaching major, grades 312-343, and as a minor that can be coupled with all majors offered in Bachelor of Arts or Bachelor of Science degree programs at Fairmont State College. A minimum of 24 semester hours plus an additional teaching specialization are requirements for completion of the teaching field in Journalism.

The Journalism minor provides non-teaching students with two options: the 16-semester hour minor applicable to any B.A. or B.S. degree or as a Pre-Journalism curriculum for students who plan to transfer to professional journalism schools, and the 24-semester hour Technical Writing curriculum, applicable also to any B.A. or B.S. degree, for those who want greater concentration in writing and more latitude in the variety of commercial and industrial writing and editing careers available to them. Students enrolling in the Pre-Journalism minor should consult the college where they will complete their degree for additional course requirements. Enrollees in the Technical Writing option should discuss career plans with their advisers as well as the Journalism Coordinator, 121 Library Building, before making their course selection from among English 309 or 413 or Journalism 330.

Journalism courses are open to students in any field of study as electives, but attention should be paid to prerequisites, such as the fact that completion of Journalism 309 is necessary before enrolling in Journalism 312, 330, 340, 341, and 343. Enrollees should also be able to type before registering for any of these courses.

Because prospective teachers, both elementary and secondary, need to be aware of the impact of mass communications today, they should consider taking one or more of the introductory courses, such as Reporting I, Communications and Society, The News-

paper and Society, and the History of American Journalism. Secondary teachers, (7- whatever their major, may choose Journalism as an additional teaching field. Those interested in advising school publications should complete the 24 hours required for teacher certification, grades 7-12. Because they deal with communications skills, English majors may find additional hours in journalism beyond the required reporting course helpful. They should consult journalism faculty about additional courses offered by the department.

Designed to meet the needs of both teaching and non-teaching students, the journalism program has five broad objectives; to develop an awareness of the tremendous impact of the mass media on society; to build a knowledge of the history of communications, its importance, laws, ethics and limitations of its freedom; to provide a knowledge of the tools and methods of the communications media; to evaluate data so as to separate facts and truth from chaff, misleading statements, and outright falsehood; and to provide practical experience in writing and producing material for the media so that both journalism teaching majors and non-teaching minors are prepared for work in print or broadcast journalism.

Journalism students are urged to elect courses in language, literature, social studies, broadcasting and printing if they plan careers in mass communications. Non-teaching minors as well as students with journalism as a teaching specialization, must take active parts in publishing the college newspaper, THE COLUMNS, and the yearbook, THE MOUND, in order to receive departmental recommendation. Completion of course requirements without practical application as staffers on these publications is not sufficient preparation for effective journalists.

Minor — B.A. and B.S. Degree or Pre-Journalism

16 sem.

Journalism	240*	Reporting I	3
	270	Communications in Society	2
	280	History of American Journalism	3
	312	Publications Problems	3
	334	News Photography	2
	343	Copy Editing and Makeup	3

*Journalism 240 should be followed as soon as possible by Journalism 343.

OR

Minor — Business and Technical Writing

18 sem.

English	109	Technical Report Writing	3
Journalism	240	Reporting I	3
Journalism	343	Copy Editing and Makeup	3
Journalism	312	Journalism Problems	3
English	319	General Semantics	3

A minimum of three elective hours must be selected from among these courses:

English	413	Expository Writing	3
English	309	Advanced Technical Communication	3
Journalism	330	Advanced Reporting	3

In addition, the following electives are suggested:

English	309	Advanced Technical Communication	3
English	413	Expository Writing	3
Journalism	330	Advanced Reporting	3
Journalism	340	Journalism Practice	2
Journalism	341	Journalism Practice	2

Curriculum for Teaching Field in Journalism

**Single Teaching Field, Grades 7-12

24 sem.

Journalism	*240	Reporting I	3
	*270	Communication in Society	2
	*280	History of American Journalism	3
	*312	Publication Problems	3

320	Principles of Advertising	3
334	News Photography	2
*340	Journalism Practice	2
*343	Copy Editing and Makeup	3

Minimum of three elective hours are required to complete the requirements of the journalism teaching field:

Journalism	271	The Newspaper and Society	3
	330	Advanced Reporting	3
	341	Journalism Practice	2

Courses marked with an asterisk must be completed before admission to the Initial Performance Practicum.

Students in this field must complete an additional teaching field or specialization for Grades 7-12. Journalism 240 should be followed as soon as possible by Journalism 343 so students will be ready for practical experience working on campus publications.

LIBRARY SCIENCE

(Division of Language and Literature)

The library science program is designed to meet the needs of students preparing to qualify for state certification as librarians in public schools, students who desire a minor that will prepare them for positions in public, academic, and special libraries, and students who are interested in preparing for graduate study in librarianship. Moreover, other students, regardless of subject interests, can profitably elect courses from Library Science offerings. An opportunity exists for Library Science students to earn money and gain work experience in the Fairmont State College Library.

Minor 24 sem. hrs.

Persons holding the Bachelor of Arts or Bachelor of Science degree, with a minor in library science, are prepared for employment in academic, public, or special libraries at the associate level. The library associate performs pre-professional tasks that require maturity of judgment, an appreciation of the philosophy of library service and the ability to respond to the needs of people using the library. This minor also provides the prerequisite requirements of many American Library Association accredited library schools.

Lib. Sci.	120	Introduction to Library Science	3
	200	Reference and Bibliography	3
	210	Library Materials for Adolescents	3
	302	Cataloging and Classification	3
	304	Organization and Administration	3
	400	Library Practice	3
English	207	Children's Literature	3
Education	424	Educational Technology	3

Curricula for a Teaching Field as School Librarian

Elementary School — Library Media K-12 24 sem. hrs.

The purpose of this program is to prepare students for certification in elementary or secondary school librarianship. This teaching field (K-12) must be selected in combination with a specialization for classroom teaching. Library Science 400 is taken as part of the Initial Performance Practicum.

	*120	Intro. to Lib. Sci.	3
Lib. Sci.	*200	Reference and Bibliography	3
	*210	Library Materials for Adolescents	3
	*302	Cataloging and Classification	3
	*304	Organization and Administration	3
	400	Library Practice	3
English	*207	Children's Literature	3
Education	*424	Educational Technology	3

*Must be completed prior to admission to I.P.P.

SPANISH
(Division of Language and Literature)

Students taking Spanish courses enroll in a program aimed at developing skill in reading, speaking, understanding, and writing. Information about the cultures of Spain and Latin America forms a part of the courses offered in the program with the view that there will be increased commercial, political, and cultural contact with the Spanish-speaking peoples of the world.

Minor B.A. and B.S. Degree			18 sem.
Spanish	101	Elementary Spanish	3
	102	Elementary Spanish	3
	201	Intermediate Spanish	3
	202	Intermediate Spanish	3
	210	Spanish Civilization and Culture	3
	220	Latin American Civilization and Culture	3



Science and Mathematics

Biology, Chemistry, Geology, Mathematics, Physical Science, and Physics)

Biology

The Department of Biology, Division of Science, program is designed to service the undergraduate non-majors and those pursuing major areas of study in Biological Science leading to either the A.B. in Education or the Bachelor of Science degrees as well as preparatory programs in pre-professional areas. The Department employs a highly specialized staff capable of instructing in specialty areas from Classical Biology to Molecular Biology. Field research and field studies are stressed highly as an integral part of the overall program. Facilities and equipment are available for independent research by students and/or staff.

The Department of Biology is located on the fourth floor of Hunt-Haught Hall which was completed in the summer of 1971. This modern facility consists of eight student laboratories, with modern equipment including closed-circuit TV, three research rooms, a photographic dark-room, animal room, and plant house.

The biology curriculum for both the Bachelor of Science and A.B. in Education has recently been revised so that students are required to complete 8 basic courses in biology designed to provide a comprehensive understanding of biology. Electives may be chosen at the student's discretion.

Advanced undergraduate students are regularly employed as paid laboratory assistants in most classes.

Bachelor of Science Degree

Major		55-57 sem. hrs.
Required Courses		26 sem. hrs.
Biology	219	General Zoology4
Biology	220	Invertebrate Zoology4
		or
Biology	221	Vertebrate Zoology4
Biology	230	General Botany4
Biology	310	Cell Biology3
Biology	370	Plant Physiology4
Biology	380	Genetics3
Biology	210	Field Biology
		or
Biology	285	Field Zoology
		or
Biology	290	Field Botany3
Biology	490	Seminar in Biology1
Electives		10 sem. hrs.
Required Related Courses		19-21 sem. hrs.
Chemistry	101, 1028
		or
Chemistry	105, 10610
Physics	101, 1028
Math	1123
	or	
	higher3

***One unit of high school Chemistry is required for Chemistry 105, 106. Students lacking high school Chemistry must enroll in Chemistry 101 and 102.

**10 hours of electives must be selected from the Biology curriculum.

*Field Zoology 285 or Field Botany 290 may be substituted for Field Biology 210. However, they are only taught during summer terms.

Minor		25 sem. hr.
Biology	219	General Zoology4
Biology	220	Invertebrate Zoology4
		or
Biology	221	Vertebrate Zoology4
Biology	230	General Botany4
Biology	310	Cell Biology3
Biology	370	Plant Physiology4
Biology	380	Genetics3
*Biology	210	Field Biology
		or
Biology	285	Field Zoology
		or
Biology	290	Field Botany3

*Field Biology 210 may be substituted with Field Zoology 285 or Field Botany 290. Biology 2 and 290 are taught during summer terms only.

Curriculum for Teaching Field in Biology

Single Teaching Field, Grades 7-12 46 sem. hr.

Required in Biological Science

*Biology	219	General Zoology4
*Biology	220	Invertebrate Zoology4
		or
*Biology	221	Vertebrate Zoology4
*Biology	230	General Botany4
*Biology	310	Cell Biology3
*Biology	370	Plant Physiology4
*Biology	380	Introduction to Genetics3
*Biology	210	Field Studies in Biology3
		or
*Biology	285	Field Zoology3
		or
*Biology	290	Field Botany3

Electives in Biological Science

Required Related Courses

*Chemistry	101, 102	General Chemistry8
*Physics	101	Introduction to Physics4
*Geology	102	General Geology3
Science	431	Met. & Mat. in Teaching Science2
		(Offered only second semester of each year)

*Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

***Field Biology 210 may be substituted with Field Zoology 285 or Field Botany. Both of these courses are taught during summer term only.

CHEMISTRY

(Division of Science and Mathematics)

Three programs are available for students who wish to specialize in chemistry:

1) The B.S. degree with a major in chemistry provides a well-balanced program of courses in the major fields of chemistry, as well as mathematics and physics. A student

Completing this program will be able to compete with graduates of most colleges and universities for positions in industry, federal agencies, and graduate schools in chemistry.

2) The A.B. degree in chemistry includes a less rigorous grounding in mathematics but provides background suitable for employment in chemical or health-related agencies or industrial laboratories. It is an ideal pre-medical curriculum or it can provide a stepping stone to graduate school in biochemistry, pharmacology, or related fields.

3) The A.B. in Education with a teaching field in chemistry equips the graduate to teach chemistry in any secondary school or to pursue graduate studies in Science Education.

Bachelor of Science Degree

Major		64-67 sem. hrs.
Required Courses		44 sem. hrs.
Chemistry	105, 106	Chemical Principles10
	205	Analytical Chemistry4
	206	Instrumental Analysis5
	305, 306	Organic Chemistry10
	405, 406	Physical Chemistry8
	440	Intermediate Organic Chemistry3
	450	Intermediate Inorganic Chemistry3
	460	Seminar1
Related courses		20-23 sem. hrs.
Physics	101, 102	Introduction to Physics8
Mathematics through Calculus III		12-15

Bachelor of Arts Degree

Major		54 sem. hrs.
Required Courses		39 sem. hrs.
Chemistry	105, 106, 205, 206, 305-306 (10 sem. hrs.)	
	340, 440, 450, 460	
Related courses		15 sem. hrs.
Physics	101, 102	
Mathematics	112, 115	
Minor		19-20 sem. hrs.
Required Courses		
Chemistry	105, 106 and either 205, 206 or 305, 306 (10 hrs.)	

Curriculum for Teaching Field in Chemistry

Single Teaching Field Grades 7-12		36 sem. hrs.
Chemistry	*105, 106	Chemical Principles10
Chemistry	*205	Analytical Chemistry4
Chemistry	*206	Instrumental Analysis5
Chemistry	*305	Organic Chemistry4
Chemistry	*340	Physical Approach to Modern Chemistry3
Physics	*101, 102	Introduction to Physics8
Science	*431	Meth. & Mat. in Teaching Science (offered only second Semester each year)2
Chemistry	101, 102, 103	may be substituted for 105, 106 in all programs.
Courses marked with asterisk must be completed prior to admission to the Initial Performance Curriculum.		

GEOLOGY

(Division of Science and Mathematics)

Geology is offered as a fulfillment of the General Studies requirement and as an integral part of various science-oriented teaching fields.

MATHEMATICS

(Division of Science and Mathematics)

Students who major in Mathematics may satisfy the requirements for at least one of four options: (1) The Bachelor of Arts in Mathematics as preparation for graduate study in Mathematics. (2) The Bachelor of Science in Mathematics as a preparation for work in computing or for graduate study in computer science. (3, 4) The Bachelor of Arts in Education (with a single teaching field or a subject specialization) as preparation for teaching Mathematics.

Math 116, 315, 316, and 361 are included in the requirements of each of the four options and should be completed early in the programs.

It is expected that students will present a minimum of four units of high school mathematics including two units of algebra, one unit of integrated geometry (or equivalent), and a fourth unit requiring algebra and geometry as prerequisites. Students who present less than this expected preparation may be required to complete appropriate lower level courses in addition to the state requirements.

Students should consult with their adviser concerning credit for prerequisites and special examinations for course credit. (See advanced standing credit.)

Major (B.A. degree)

30 sem. h.
21

Required Courses

116	Calculus I	.4
315	Calculus II	.4
316	Calculus III	.4
361	Abstract Algebra	.3
391	Introduction to Analysis	.3
401	Differential Equations	.3

Electives in Mathematics

9

(To be selected by student and adviser)

Major (B.S. degree)

30 sem. h.
21

Required Courses

116	Calculus I	.4
315	Calculus II	.4
316	Calculus III	.4
335	Probability and Statistics	.3
361	Abstract Algebra	.3
362	Linear Algebra	.3

Electives in mathematics

6

(To be selected by student and advisor)

Related Courses.	3	
EDP 103	FORTAN Programming I.	3

Minor

21 sem. h.
12

Required 116, 315, 316

Electives to be selected with advisor's approval. Three courses from the following with at least one from each group

9

Group I

335	Probability and Statistics I	.3
336	Probability and Statistics II	.3
342	Numerical Analysis	.3

	362	Linear Algebra	3
	401	Differential Equations	3
Group II			
	200	Mathematical Logic	3
	206	Introduction to Theory of Numbers	3
	361	Abstract Algebra	3
	391	Introduction to Analysis	3
	411	Advanced Calculus	3

Curricula for Teaching Field and Specialization in Mathematics

Mathematics Subject Specialization 4-8			15 sem. hrs.
Math	210	3
Math	115	4
Math	372	
		or	
Math	323	3
Math	212	
		or	
Math	361	3
Math	431	2
Single Teaching Field 7-12			33 sem. hrs.
	115	Intermed. Math II	4
	116	Calculus I	4
	315	Calculus II	4
	316	Calculus III	4
	361	Abstract Algebra	3
	372	Modern Geometry	3
	431	Meth. & Mat. Tchng. Math	2
Electives from the following courses			9
	200	Mathematical Logic	3
	201	Mathematical Logic	3
	206	Intro. to Theory	
		of Numbers	3
	212	Sets, Relations,	
		and Functions.	3
	214	History of Math.	3
	335	Probability and	
		Statistics.	3
	342	Numerical Analysis	3
	362	Linear Algebra.	3
	375	Topology.	3
	391	Intro. to Analysis	3
	411	Advanced Calculus	3
	413	Intro. to Complex	
		Variables	3

PHYSICS — PHYSICAL SCIENCE

(Division of Science and Mathematics)

The Department of Physics-Physical Science offers a minor field for students obtaining a Bachelor of Science or a Bachelor of Arts degree. Instruction is offered for students entering professions where a fundamental knowledge of physics is required.

An A.B. in Education degree with a specialization in secondary-school physics is offered with emphasis on promoting inquiry and further study as competency in teaching.

Major, B.A. and B.S. Degree

31 hours

Required Courses

Physics 101, 102, and 310

Physics 320, 321, or 420, 421

Physics 340

Mathematics 112, 115, and 116

**Curricula for Teaching Fields and Specializations in
Physics and General Science
Single Teaching Field**

Physics, Single Teaching Field, grades 7-12 33 sem. hrs.

Chemistry	*101	General Chemistry	.4
Chemistry	*102	General Chemistry	.4
Physics	*101	Introduction to Physics	.4
Physics	*102	Introduction to Physics	.4
Physics	201	Demonstrations in Physics	.2
Physics	*310	Electricity and Electronics	.4
Electives		Minimum of 6 hours in Physics	.6
		Chemistry 0-3 hrs.	
		Physics 6-9 hrs.	
Science	431	Methods and Materials in Teaching Science	.2
		(offered only second semester of each year)	

General Science Single Teaching Field 7-12 35 sem. hrs.

*Biology	101 and 102 or 103	.8
*Chemistry	101-102	.8
*Geology	101-102	.6
*Physics	101-102	.8
*Physics	202	.3
*Phys. Sci.	431	.2

General Science, Subject Specialization 4-8 31 sem. hrs.

*Phys. Sci.	100	.2
*Phys. Sci.	103	.2
*Phys. Sci.	105	.2
*Biology	101 and 102 or 103	.8
*Biology	210 or 285 or 290	.3
*Biology	170	.4
*Phys. Sci.	201-202	.6
*Phys. Sci.	412	.2
*Phys. Sci.	431	.2

Courses marked with an asterisk must be completed prior to admission to the Initial Performance Practicum.

Social Science

(Social Studies, History, Geography, Philosophy, Political Science
Psychology, Sociology)

SOCIAL STUDIES

The Social Studies program (comprehensive and subject specialization) is intended primarily for students preparing to teach in the elementary or secondary schools and can be selected only by those seeking a B.A. in Education degree. It is designed to provide an interdisciplinary foundation necessary for teachers entering an integrated social studies program. Students desiring to teach a particular subject such as history, for example, should determine the preparation desirable and augment their program with appropriate elective hours.

Curricula for Teaching Field and Specializations in Social Studies

Social Studies Comprehensive 7-12 57 sem. hrs.

Core Courses:

History	107, 108	.6
History	111, 112	.6
History	302	.3
History	319	.3
History	341	.3
Sociology	110	.3
Sociology	200	.3
Pol. Sci.	103	.3
Pol. Sci.	200	.3
Geography	210	.3
Geography	305, 315, 330, 340, 350, 360, 370	.3
Economics	200	.3
Sociology	301	.3
*Soc. Sci.	499	.3
Soc. Sci.	431	.2

In addition, student-teachers are to choose one of the following options:

Option 1. Social Science Advanced Studies

9 sem. hrs.

These advanced studies in the social sciences allow prospective teachers to explore, understand, and practice the state guidelines for teacher education and the corresponding competencies in greater depth than in introductory core courses; These may be chosen from:

Economics 202, 301, 302, 303
Geography 305, 315, 340, 350, 360, 370
Political Science 201, 203, 205, 303, 304, 305, 310, 404, 410, 411, 412, 413
Sociology 305, 310, 330, 340, 430, 450
Psychology 101, 102, 210, 230, 250, 300, 330, 393, 410, 491, 493, 494, 495

*Social Science 499 will be offered only in the Fall Semester, and

Social Science 431 will be offered only in the Spring Semester.

History: History courses are developed to contribute to the fulfillment of State Guidelines for Teacher Education. The only exception to this is History 410 Area Study. Since the content of this course is determined by the instructor, it is not possible to guarantee that it would always contribute to the fulfillment of the State Guidelines. History 410 is specifically excluded.

Option 2. A second teaching field outside the social sciences, grades 7-9, 7-12.

Social Studies Subject Specialization 4-8 41 sem. hrs.

History	107, 108	.6
History	111, 112	.6
History	302	.3
History	319	.3

History	3413
Geography	2103
Pol. Sci.	1033
Sociology	1103
Economics	2003
Sociology	3013
Social Studies	4312
*Soc. Sci.	4993

Social Studies Subject Specialization, grades 7-9**42 sem. h**

History	107, 1086
History	111, 1126
History	3023
History	3193
History	3413
Geography	2103
Pol. Sci.	1033
Sociology	1103
Economics	3
Sociology	3013
*Soc. Sci.	4993

In addition choose one of the following:

History or			
Sociology	3813
History	3733
History	3713
History	3313
Sociology	2003
Pol. Sci.	2003
Pol. Sci.	3053

*Social Science 499 will be offered only in the Fall Semester, and Social Science 431 will be offered only in the Spring Semester.

Pol. Sci.			
& Psychology	3933
Pol. Sci.	4043

HISTORY

(Division of Social Science)

Every field of thought and activity has a history, which is the pattern of its development through time. The work of the historian is to discover patterns of development and to combine them into a coherent exposition and interpretation of human existence. This is done by reasoning inductively from evidences of the past, such as written documents, verbal testimony, and significant physical remains.

The great advances of historical study are:

- (1) Emphasis on developmental and evolutionary aspects of human experience.
- (2) Examination of many different fields of human activity.
- (3) Freedom to select from insights and methods of many other fields.

Major**36 sem. h****Required Courses**

107, 108	United States History6
111, 112	History of Civilization6
	History Electives24

Twelve semester hours in history are to be elected with the advisor's approval but must include at least one course from each of the three groups listed below.

Minor**24 sem. h****Required Courses**

107, 108	United States History6
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111, 112	History of Civilization	6
	History Electives	12
Group I. United States History		
302	West Virginia	3
312	Diplomatic History of the United States	3
315	Colonial America.	3
316	The American Federal and National Period	3
317	Civil War and Reconstruction	3
318	Gilded Age to the Great Crash	3
319	Recent America.	3
320	American Economic History	3
326	American Constitutional Development	3
371	Social and Intellectual History of the United States	3
373	Social History of the American Woman	3
380	Afro-American History and Culture	3
381	Black Man In America.	3
390	The Ecology of Man.	3
Group II. Topical Studies in World History.		
250	History of Technology.	3
331	Revolutions in History	3
342	Military and Diplomatic History	3
343	Urban History	3
344	Heroes and Hero Worship: Great Leaders of the 20th Century	3
375	Philosophy of History	3
Group III. World — Regional Histories.		
A. Western Europe.		
305	English	3
325	Medieval Europe	3
330	Early Modern Europe	3
340	Modern Europe.	3
341	Recent Europe.	3
376	Civilization — A Personal View.	3
B. Eastern Europe.		
453	Russia	3
C. Africa.		
355	History of Africa	3
D. Latin America.		
352	History of Latin America	3
455	ABC Powers of Latin America.	3
E. Asia.		
424	History of Asia I	3
425	History of Asia II.	3
F. Area Study.		
410	Area Study	3

GEOGRAPHY

(Division of Social Science)

Geography minors have the opportunity to (1) acquire an introductory background in geography, (2) analyze and explain the interrelations between man and his environment including the physical, cultural, economic, political activities and problems, the source base, and (3) study spatial variations in physical, social, economic and political phenomena of major world regions.

Minor B.A. and B.S. Degree

18 sem. hrs.

Required Courses in Geography

210	Introduction to Geography	3
305	Economic Geography	3
315	Urban Geography	3

Electives

Any other courses in geography

any 101 Geology9

PHILOSOPHY

(Division of Social Science)

Philosophy is neither dogma, nor advice for daily living, nor a body of comfortable truisms and witty generalizations. Neither is philosophy an attempt to simplify reality, transform it, or to explain it away. Rather, philosophy examines the premises on which systematic thought may rest; it explores the types of thought that may be produced in such areas of concern as ethics, politics, aesthetics, metaphysics, and epistemology; and evaluates the advantages and penalties inherent in various modes and systems of thought. Thus philosophy encourages the thinking person to think well; to develop his self-conception and his world-view, his values, expectations, commitments and loyalties in a rational and realistic manner.

Minor, B.A. and B.S. degree**15 sem. h****Required Courses**

200	Introduction to Philosophy	3
250	The Western Philosophical Tradition	3
	Philosophy Electives	9

POLITICAL SCIENCE

(Division of Social Science)

The political science curriculum is designed to provide an understanding of the political process in its many manifestations, including among other things: (1) the structure of government institutions; (2) the political behavior of individuals and groups; (3) the study of public problems characteristic of modern societies; and (4) a consideration of the interrelationships of institutions at different levels of our own government as well as those of others.

The principle objectives of the Department of Political Science are: (1) to lay the basis for an understanding of governmental and administrative processes for those individuals planning public service careers in national, state, or local government; (2) to convey a facility for the substance and methods of the study of government and political preparation for graduate work in political science or public administration; and (3) to provide thorough pre-professional training for those students anticipating law school.

Courses offered in the Department allow students to concentrate in broad fields or to develop more specialized programs reflecting their particular interests. General 100-200 level courses are survey courses and 300-400 level courses are specific to the field. While both the major and minor in political science typically consist of necessary introductory work, the departmental faculty strongly urges students to take 200, 250, and 470. Programs should be planned in consultation with an adviser, and the student himself is encouraged to explore a variety of courses.

Major**30 sem.****Required Courses**

103	American National Government	3
200	Introduction to Political Science	3
	Electives in Political Science	24

Minor**18 sem.****Required Courses**

103	American National Government	3
200	Introduction to Political Science	3
	Electives	
	Any other Political Science Courses	12

PSYCHOLOGY

(Division of Social Science)

The Psychology curricula represent the dynamic place that psychology, the science of behavior, holds in the evolution of academia and society. Through three alternative tracks for a Bachelor of Science Degree and varied course offerings, the Curricula meet the demands of majors, minors, the campus community, and the community beyond the campus.

While only one Bachelor of Science Degree in psychology is conferred, there are three alternative tracks from which a major may be chosen.

The General Program for majors or minors provides students a sound background of course work in basic psychology that is an excellent preparation for graduate school in psychology or allied behavioral sciences. Further, these courses fulfill a need for understanding and information sought by students and community members dealing with problems of both personal and societal adjustments. There is a minor offered with this track of the Curriculum.

The Technical Programs offer a preprofessional degree in either Community Service or Industrial-Personal Psychology. These programs, founded upon basic psychology courses from the General Program, develop marketable skills that prepare the graduate for a career in the use of psychological techniques and principles applied to community and industrial situations. There is no minor offered with these tracks.

Students interested in psychology as a major should consult a member of the psychology department during their freshman year for assistance in proper pacing and selection of electives.

Bachelor of Science Alternative Tracks

General Major

37 sem. hrs.

Required Courses

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
210	Personal Adjustment	3
*230	Social Psychology (Same as Soc. 305)	3
240	Statistics	4
300	Abnormal	3
310	Experimental	3
330	Developmental	3
350	Physiological	3
370	Theories of Learning	3
400	Psychological Assessment	3
460	Seminar	3

For credit towards a Degree or Minor in Psychology, this course must be registered under Psychology 230. Credit for both Psychology and Sociology is not permitted.

Industrial — Personnel Major

46 sem. hrs.

Required General Courses

101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
210	Personal Adjustment	3
*230	Social Psychology (Same as Soc. 305)	3
240	Statistics	4
260	Industrial and Personnel	3
310	Experimental	3
360	Human Learning	3
400	Psychological Assessment	3
460	Seminar	3

31 sem. hrs.

Required Technical Courses		15 sem. hr
481	Methods I	3
483	Methods II	3
485	Advanced Psychometrics	3
487	Practicum I	3
489	Practicum II	3

*For credit towards a Degree or Minor in Psychology, this course must be registered under Psychology 230. Credit for both Psychology and Sociology is not permitted.

C. Community Service

Major 52 sem. hr

Required General Courses		28 sem. hr
101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
210	Personal Adjustment	3
240	Statistics	4
250	Community Psychology	3
300	Abnormal	3
330	Developmental	3
400	Psychological Assessment	3
460	Seminar	3

Required Technical Courses		12 sem. h
491	Psychopathology of Childhood and Adolescence	3
493	Aging	3
495	Delinquency	3

Any two of the above three

497	Practicum I	3
498	Practicum II	3

Required Elective Courses 12 sem. h

Usually courses from disciplines outside of Psychology. Electives decided upon in consultation with consent of adviser.

Psychology Minor

While the psychology minor may interest many as a form of intellectual serendipity or in an inappropriate attempt at self-understanding, its greatest strength and usefulness is as a well-coordinated adjunct to the declared discipline of intense study. The psychology curriculum is varied enough that certain courses can offer valuable insights into the relationships between a given major and human behavior. To insure the selection of relevant courses, students interested in obtaining a psychology minor should discuss their plans with a psychology faculty member before completing more than 9 hours of psychology. Although this is not an institutional requirement, it is in the interest of the student to do so.

Minor 18 sem. h

Required Courses		
101	Introduction to Psychology I	3
102	Introduction to Psychology II	3
Any courses from the 200 level		6
Any two courses from the 300 or 400 Levels		6

SOCIAL WORK

(Division of Social Science)

The social work curriculum is designed to prepare graduates for a beginning level of professional practice and/or graduate study. It is a comprehensive major (no minor required) with a strong liberal arts background and extensive theory and practice content in social work. A field placement experience is required during the junior and senior year.

The student will develop a generic base for professional practice including inter-

techniques and methods for all client systems. The student is expected to acquire interpret values as they relate to the social work profession. Professional ethics must be developed with an ability to enhance the social functioning of individuals, families, groups and communities within the helping relationship.

Bachelor of Science — Social Work

		45 sem. hrs.
Social Work	210	Introduction to Social Work3
	211	Interpersonal Skills Seminar3
	300	Human Behavior and the Social Environment3
	302	Social Work Practice3
	304	Practice Interventions I3
	400	Social Welfare Policies & Services3
	402	Practice Interventions II3
	404	Practice Interventions III3
	412	Senior Seminar2
	485	Practicum1-9*
	488	Practicum1-12*
Electives in Social Work		6
Required general studies and electives for the social work major:		
Biology	101, 102	8
Political Science	103 and 204 or 205	6
Economics	200 or 201 and 202	3
History	108, 112	6
Psychology	101, 210, 300, 330	12
Sociology	110, 200, 301, 240, 305, 460	18
Sociology	450 or History 381 or English 351	3

*Student must register for at least seven (7) hours.

SOCIOLOGY

(Division of Social Science)

General Emphasis Program

The General Emphasis Program will expand a student's ability to question and understand various forms of social interaction in social and cultural systems. Here the student will gain knowledge of the substantive areas of sociology and anthropology, the use of concepts and research techniques of sociological investigation, and background in sociological theory.

		30 sem. hrs.
Required Courses		
10	Introductory Sociology	3
00	Social Problems	3
40	Nonparametric Statistics	3
01	Anthropology	3
60	Methods of Social Research	3
70	Sociological Theory	3
Electives in Sociology		12

		18 sem. hrs.
Required Courses		9
10	Introductory Sociology	3
00	Social Problems	3
01	Anthropology	3
Electives in Sociology		9

Technology

Engineering Technologies B.S. Engineering Technology

Students working toward the Bachelor of Science degree in Engineering Technology will be primarily concerned with applying established scientific and engineering knowledge and method. A strong background in mathematics and science is recommended for entry into this program. The curriculum, including general education courses in business, the humanities, science and math, emphasizes the relationships of the various disciplines to technological processes in industry.

Areas of concentration include architectural technology, civil technology, electronics technology, safety technology, industrial technology, mechanical technology, mining technology, and printing technology.

Careers available for graduates of this program include working as part of an engineering team, or in middle management positions that require a unique knowledge of the technical aspects of the manufacturing process.

B.S. Engineering Technology

130 sem. h.

Required Related Courses

22 sem. h.

Math

101	Applied Technical Math I	.3
102	Applied Technical Math II	.3

Science

100, 102, 104	Physical Science	.6
101, 102	Physics	.8
101, 102	Chemistry	.8

EDP

100	Introduction	.3
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English

109	Technical Report Writing	.3
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Technology

97-200	SAF I	Safety Supervision (mining only)	.3
97-201	SAF II	Occupational Safety (all others)	.3
93-250	IND VII	Personnel Problems and Labor Relations	.3
90-300	TEC VI	Engineering Analysis	.4

Technology Core

90-100	TEC I	Technology and Society	.2
91-100	MAT I	Materials	.2
92-100	ELE I	Electronics	.2
93-100	IND I	Processes	.2
94-100	MEC I	Mechanics	.2
95-100	MIN I	Energy	.2
99-100	DRF I	Design	.2

Concentrations (select one)

Architectural Technology

90-200	ARC I	Graphics	.3
99-210	ARC II	Design I	.4
99-220	ARC III	Construction I	.4
99-230	ARC IV	Architectural History	.3
99-240	ARC V	Structures	.3
99-250	ARC VI	Design II	.3
99-300	ARC VII	Architectural Materials	.3
99-310	ARC VIII	Construction II	.3
99-400	ARC IX	Design III	.4

Electronics Technology

92-200	ELE II	Electronic Shop Practices	3
92-210	ELE III	Circuit Analysis	2
92-220	ELE IV	Linear Electronics	3
92-230	ELE V	Digital Electronics	3
92-240	ELE VI	Industrial Electronics	3
92-250	ELE VII	AC-DC Machinery and Controls	3
92-260	ELE VIII	Communication Systems	3
92-300	ELE IX	Advance Linear Electronics	2
92-310	ELE X	Microcomputer Systems	2
92-400	ELE XI	Current Topics in Electronics	2
92-410	ELE XII	Data Acquisition and Control Systems	2
92-430	ELE XIII	Advanced Communication Systems	2

30

Industrial Technology

93-200	IND II	Welding	4
93-210	IND III	Machine Shop	3
93-220	IND IV	Metallurgy	2
93-230	IND V	Advanced Welding	3
93-240	IND VI	Manufacturing Processes	4
93-255	DRF VII	Tool Design	4
93-300	IND VIII	Industrial Economy	3
93-310	IND IX	Plant Layout and Production Control	2
93-400	IND X	Time and Motion, Quality Control	2
93-410	IND XI	Industrial Management	3

30

Mechanical Technology

94-200	MEC II	Engineering Mechanics	4
99-235	DRF V	Technical Drafting	3
94-210	MEC III	Thermodynamics	3
94-220	MEC IV	Fluid Power	3
94-230	MEC V	Heating, Air Conditioning and Ventilation	3
94-240	MEC VI	Machine Design I	4
94-300	MEC VII	Energy Conversion Systems	4
94-350	MEC VIII	Machine Design II	3
94-400	MEC IX	Materials Testing, Instrumentation & Measure	3

30

Mining Technology

96-200	CIV I	Surveying I	3
94-200	MEC II	Engineering Mechanics	4
95-200	MIN II	Coal and Mining Methods	2
95-210	MIN VIII	Coal Analysis and Preparation	2
92-250	ELE VII	AC-DC Machinery and Controls	3
95-220	MIN IV	Mine Mapping and Ventilation	3
95-230	MIN V	Mine Equipment and Maintenance	3
95-300	MIN VI	Mine Management and Economics	2
94-210	MEC III	Thermodynamics	3
95-310	MIN VII	Coal Mine Environment and Environmental Contr.	2
95-320	MIN VIII	Mine Layout	3

30

Civil Technology

96-200	CIV I	Surveying I	3
96-210	CIV II	Light Construction	4
94-200	MEC II	Engineering Mechanics	4
96-220	CIV III	Heavy Construction	4
96-230	CIV IV	Construction Planning	2

96-240	CIV V	Surveying II	3
96-300	CIV VI	Highway Design	3
96-310	CIV VII	Structural Design	2
96-400	CIV VIII	Land Surveying I	3
96-410	CIV IX	Laws and Codes for Engineers	2
			30
Printing Technology			
98-100	PRT I	Printing Processes	3
98-200	PRT II	Composition & Photo Mechanical Preparation	3
98-210	PRT III	Image Transfer Mechanisms	3
98-220	PRT IV	Estimating	3
98-230	PRT V	Layout and Design	3
98-240	PRT VI	Graphic Arts Photography	3
98-250	PRT VII	Printing Practicum	2
BUS. ED.	101 or 102	Typewriting	2
98-300	PRT IX	Continuous Tone Photography	2
98-310	PRT X	Advanced Continuous Tone Photography	3
98-400	PRT XI	Printing Plant Management	3
			30
Safety Technology			
Health	101	First Aid	2
97-200	SAF I	Safety Supervision	3
97-210	SAF III	Motor Fleet Safety	3
97-220	SAF IV	Environmental Hazard Control	3
Fire Science	291	Fire Prevention & Inspection	3
97-230	SAF V	Intro. to Industrial Hygiene	3
97-240	SAF VI	Safety Engineering Design	3
97-300	SAF VII	Disaster Prep. & Emergency Systems	2
97-310	SAF VIII	Human Factors in Accident Prev.	3
97-400	SAF IX	Security Prac. & Loss Min.	3
97-410	SAF X	Safety Leg. & Compliance Op.	2
			30
Options			
Work Experience			
90-400	TEC X	Work Experience Seminar	4
90-401	TEC XI	Work Experience Laboratory	8
			12
Woods			
96-100	WOD I	Wood Technology	3
96-205	WOD II	Furniture Construction and Design	2
96-215	WOD III	Wood Finishing	2
96-225	WOD IV	Cabinet Construction and Design	2
96-235	WOD V	Advanced Woods	3
			12
Mining Safety			
95-420	MIN XI	Coal Mining Safety — MESA	12
Mine Production			
Bus.	308 or 309	3
95-400	MIN IX	Coal Processes and Energy	3
93-420	IND XII	Heavy Equipment and Fabrication	3
95-410	MIN X	Advanced Coal Mine and Equipment Design	3
			12
Management			
308t	BUS. AD.	Personnel Management	3

309	BUS. AD. Industrial Organization and Management	3
305	BUS. AD. Small Business Management	3
409	BUS. AD. Quantitative Management	3
		12
Technology		
90-250	TEC III History of Technology	3
90-310	TEC VII Man and Technology	3
90-393	TEC VIII Future of Man	3
90-410	TEX XII Guided Design Seminar	3
		12
Drafting/Design		
99-205	DRF II Technical Illustration	3
99-225	DRF IV Descriptive Geometry	2
99-235	DRF V Technical Drafting	3
99-255	DRF VII Tool Design	4
		12
Power		
94-105	PWR I Engine Theory	4
94-205	PWR III Carburetion and Ignition Theory	4
94-115	PWR II Power Transfer Theory	4
-or-		
94-215	PWR IV Hydraulic and Suspension Systems	4
		12
Prerequisite Courses		
90-199	TEC II Special Topics	1-3
90-260	TEC IV Crafts	2
90-299	TEC V Special Topics	1-3
90-399	TEC IX Special Topics	1-3
90-499	TEC XIII Special Topics	1-3
96-420	CIV X Land Surveying II	3
96-430	CIV XI Advanced Surveying Problems	3
98-260	PRT VIII Practicum Commercial/Graphics	6
98-410	PRT XII Printing Techniques	4
99-215	DRF III Architectural Drafting	4
99-245	DRF VI Architectural Design	2
For B.A. and B.S. Degree		23 sem. hrs.
92-100	Electronics	2
93-100	Processes	2
90-100	Tech & Society	2
91-100	Materials	2
94-100	Mechanics	2
95-100	Energy	2
99-100	Design	2
97-201	Occupational Safety	3
93-250	Personnel Problems & Labor Relations	3
99-235	Technical Drafting	3

Curricula for Teaching Fields and Specialization in Technology Education (A.B. Industrial Arts)

The program in Industrial Arts is concerned with the principles and concepts of a technological society. Coursework includes a study of the various concepts of industry as the application of mechanisms, the influence of automation and mass production, creation of new ideas and products, consumer literacy, efficient application of leisure

time and career exploration. Areas of concentration include construction, drafting, electricity/electronics, graphic arts, metals, power and wood.

Graduates of the industrial arts education program are certified to teach in middle, junior and senior high school. The Fairmont plan for preparing industrial teachers is a comprehensive course of study in which technical subjects are closely correlated with general education, the sciences, humanities and fine arts.

Students pursuing a Single Teaching field certification as a first field will be required to qualify in a second teaching field.

The Single Teaching field will qualify for a second teaching field for those having a first teaching field in another discipline.

Single Teaching Field, Grades 7-12 45 sem. hrs.

101	Math	Applied Technical Math I	3
90-100	TEC I	Technology and Society	2
91-100	MAT I	Materials	2
92-100	ELE I	Electronics	2
93-100	IND I	Processes	2
94-100	MEC I	Mechanics	2
95-100	MIN I	Energy	2
99-100	DRF I	Design	2
90-200	TED I	Communications I	4
90-201	TED II	Production I	4
90-202	TED III	Transportation I	4
90-301	TED IV	Communications II	4
90-302	TED V	Production II	4
90-303	TED VI	Transportation II	4
90-450	TED XIII	Multiple Activities	4

Comprehensive, Grades 7-12 21-27 sem. hrs.

Electronics

92-100	ELE I	Electronics	2
92-210	ELE III	Circuit Analysis	2
92-220	ELE IV	Linear Electronics	3
92-230	ELE V	Digital Electronics	3
92-250	ELE VII	AC-DC Machinery and Controls	3

11

Graphic Arts

98-100	PRT I	Printing Processes	3
98-200	PRT II	Composition and Photo Mechanical Prep.	3
98-210	PRT III	Image Transfer Mechanisms	3
98-230	PRT V	Layout and Design	3

12

Drafting/Design

99-100	DRF I	Design	2
99-215	DRF III	Architectural Drafting	4
99-235	DRF V	Technical Drafting	3
99-255	DRF VII	Tool Design	4

11

Construction

96-100	WOD I	Wood Technology	3
96-210	CIV II	Light Construction	4
96-220	CIV III	Heavy Construction	4
94-200	MEC II	Engineering Mechanics	4

15

Woods

96-100	WOD I	Wood Technology	3
96-205	WOD II	Furniture Construction and Design	2

96-215	WOD III	Wood Finishing	2
96-225	WOD IV	Cabinet Construction and Design	2
96-235	WOD V	Advanced Woods	3
			12
93-100	IND I	Processes	2
93-200	IND II	Welding	4
93-210	IND III	Machine Shop	3
93-240	IND VI	Manufacturing Processes	4
-or-			
93-230	IND V	Advanced Welding	3
			10-11
94-105	PWR I	Engine Theory	4
94-205	PWR II	Carburetion and Ignition Theory	4
94-115	PWR III	Power Transfer Theory	4
-or-			
94-215	PWR IV	Hydraulic and Suspension Systems	4
			12
Subject Specialization, Grades 4-8			30 sem. hrs.
90-100	TEC I	Technology and Society	2
90-200	TED I	Communications I	4
90-210	TED II	Production I	4
90-202	TED III	Transportation I	4
90-301	TED IV	Communications II	4
90-302	TED V	Production II	4
90-303	TED VI	Transportation II	4
90-450	TED XIII	Multiple Activities	4
			30
May be added to Elementary Diversified 1-6 only.			
Elective Courses			
90-320	TED VII	Elementary School Technology	2

HOME ECONOMICS

(Division of Technology)

Home Economics is defined as the study of human and material forces that affect families and individuals and the interaction between them. It is a profession having a dual purpose; first, developing concepts, skills and values that contribute to a rewarding and satisfying life and secondly, utilizing these skills for gainful employment. It has synthesized knowledge from its own research and from the physical, biological and social sciences and will apply this knowledge to the improvement of human life. A broad based program is needed for Home Economics at the undergraduate level including the areas of clothing and textiles; family relations and child development; foods and nutrition; home management and family economics; and housing and home furnishings. The supporting fields should provide a strong interdisciplinary base in order that students may understand individuals and families in contemporary society

Major			55 sem. hrs.
Required Courses			39
101		Principles of Clothing Construction	3
103		Principles of Clothing Selection	2
201		Principles of Food Selection and Preparation	3
202		Advanced Foods	2

210	Textiles	3
251	Applied Design	2
303	Nutrition	3
310	Family Life Education	3
312	Consumer Education	3
315	Home Management	3
316	Equipment	2
318	Home Management Problems	2
320	Home Planning and Furnishing	3
330	Child Care and Development	3
331	Adolescent Development	2
Required Related Courses		
	Chemistry 101, 102 General Chemistry	8
	Biology 101, 102 Intro. to Biology	8
Minor		28 sem. h
Same requirements as listed under Home Economics Subject Specialization for grades 7-9.		

Curricula for Teaching Field and Specializations in Home Economics Comprehensive Vocational, 7-12 44 sem. h

Clothing — Textiles		
*101	Principles of Clothing Construction	3
*103	Principles of Clothing Selection	2
*210	Textiles	3
Human Development and the Family		
*310	Family Life	3
*330	Child Development	3
331	Adolescent Development	2
332	Child Development Problem	1
Foods — Nutrition		
*201	Principles of Food Selection and Preparation	3
*202	Advanced Foods	2
*303	Nutrition	3
Home Management — Family Economics		
*312	Consumer Education	3
*315	Home Management	3
318	Home Management Problems	2
Housing, Home Furnishing, Equipment		
*251	Applied Design	2
316	Household Equipment	2
*320	Housing and Home Furnishing	3
Education		
430	Methods in Vocational and Adult Education	2
431	Methods and Materials in Teaching Home Economics	2

*Courses marked with an asterisk must be completed prior to admission to the Initial Practicum.

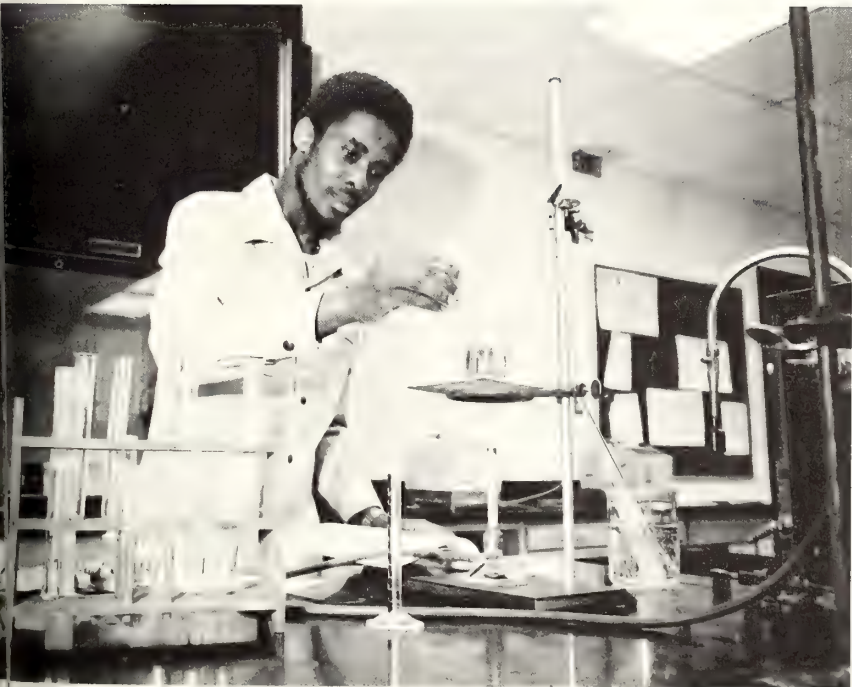
Subject Specialization 4-8		26 sem. h
103	Principles of Clothing Selection	2
201	Principles of Food — Selection & Preparation	3
*210	Textiles	2
251	Applied Design	2
305	Nutrition in Public Schools	3
*312	Consumer Education	2
*315	Home Management	2
320	Housing and Home Furnishing	3
330	Child Development	3
331	Adolescent Development	2
431	Methods and Materials in Teaching Home Economics	2

*Courses would have a variable credit value to two hours for the specialization program.

Subject Specialization 7-9		28 sem. hrs.
101	Principles of Clothing Construction.	2
103	Principles of Clothing Selection.	2
201	Principles of Food — Selection & Preparation	3
*210	Textiles	2
251	Applied Design.	2
305	Nutrition in Public Schools	3
*310	Family Life	2
*312	Consumer Education	2
*315	Home Management.	2
320	Housing and Home Furnishing	3
330	Child Development.	3
*431	Methods and Materials in Teaching Home Economics	2

Courses would have a variable credit value of two hours for the specialization program.

Methods and Materials 431 would not be required for a specialization in a non-teaching program.
(Bachelor of Science Minor)



PRE-PROFESSIONAL CURRICULA

Dentistry Medicine Pharmacy Physical Therapy
Law Medical Technology Journalism

Since the majority of students doing such work will later enter the professional schools at West Virginia University, the courses have been prepared with the idea of meeting the requirements specified by University authorities for their own preprofessional students. Students expecting to enroll in other professional schools should procure a catalog from the school they expect to enter with advanced standing so that the course taken here will meet the requirements they need to meet. The preprofessional field advisor will assist students in making all necessary adjustments.

Pre-Medical and Pre-Dental Curriculum

Students planning to study medicine or dentistry should complete basic science courses as well as a broad range of general education courses with an average of or better. A student should carefully consult the catalog of the professional school which he plans to attend. At West Virginia University, the School of Medicine requires a minimum of 90 semester hours of undergraduate work exclusive of physical education and ROTC courses for admission. Pre-medical students should work towards fulfilling the requirements for the Bachelor Degree in either biology or chemistry.

The School of Dentistry requires applicants to have completed three or more academic years of work in the liberal arts.

The following courses will meet the minimum requirements for admission to the Schools of Medicine and Dentistry at West Virginia University:

Biol. 219 and 220 or 221	.8
Chem. 105, 106	10
Chem. 305, 306	8-10
Eng. 104, 108	.6
Physics 101, 102	.8

In addition, courses in the humanities and the social sciences are suggested in order to acquire a broadened intellectual background.

Pre-Pharmacy Curriculum

National requirements for the study of pharmacy require five years of study beyond high school. The curriculum requires the completion of two years of prepharmacy and three years of study and training in a professional school of pharmacy. Prospective pharmacy students should plan their programs in such a manner as to insure meeting the requirements of the particular professional school of pharmacy to which they wish to transfer. The following two-year preparatory program is suggested:

Course	First Hrs.	Year Hrs.	Second Hrs.	Year Hrs.
Biology 101, 102	4	4		
Chemistry 105, 106; 305, 306	5	5	4	4
Economics 201, 202			3	3
English 104, 108	3	3		
Math 112, 115*	3	4		
Physics 101, 102			4	4
Electives from Arts and Humanities	3	3	3	3

atives from Social Sciences
 with 116 and 315 are strongly recommended.

3 3

Pre-Medical Technology Curriculum

Medical technology is a four-year undergraduate program. The first two years may be taken at Fairmont State College. The entrance requirements of schools of medical technology throughout the nation vary considerably. A student should consult carefully the catalog of the school which he plans to attend. Students who have completed 64 semester hours including the following courses will be eligible for admission to the third year of the medical technology program at West Virginia University.

English	104, 108	Written English	6
Biology	101, 102	Introduction to Biology	8
Chemistry	105, 106	Chemical Principles	10
Chemistry	205	Analytical Chemistry	8
Chemistry	305, 306	Organic Chemistry	8
Physics	101, 102	Introduction to Physics	8
Mathematics	112	Intermediate Mathematics I or higher	3
Physical Education			1-2

Courses such as microbiology, biochemistry, and anatomy should not be taken prior to enrollment in the professional school.

Pre-Law Curriculum

Fairmont State College offers no distinct pre-law curriculum. Students who plan to attend law school usually major in history, political science, or business administration.

Pre-Journalism

The journalism minor may also be used in most cases as a pre-journalism curriculum for students planning to transfer at the beginning of their junior year. Students enrolled in the program should consult the college where they will complete their degree for additional course requirements.

Pre-Journalism students must participate actively in the publication of the student newspaper, THE COLUMNS, and the yearbook, MOUND, in order to receive departmental recommendation.

Pre-Engineering Curriculum

Students planning to study Engineering should complete the following course work with a B average or better:

Mathematics	116, 216	8
Chemistry	101, 102	8
English	104, 108	6
Physical Education	100	2
Physics	101, 102	8
Social Science Elective		3
Technology	90-100, 91-100, 99-100	6

The student is advised to carefully consult the catalog of the Engineering School which he plans to attend.

Pre-Physical Therapy

This curriculum is designed to satisfy the course requirements for admission to the professional portion of the curriculum in Physical Therapy offered by the West Virginia University School of Medicine. The Core Curriculum requirements must be satisfied and a total of 62 hours is required for admission to the first professional year. The suggested curriculum plan allows latitude in career choice and is basically compatible with various curricula in the arts and sciences.

First Year	
1st Sem.	2nd Sem.
English 104	English 108
Psychology 101	Psychology 102
Chemistry 101	Chemistry 102
Phys. Ed.	Phys. Ed.
Electives*	Electives*
17	17
Second Year	
1st Sem.	2nd Sem.
Physics 101	Physics 102
Biology 101	Biology 102
Psychology 330	Psychology Elective
Psychology 240	Speech Comm. 101
Electives*	Electives*
17	17

*All electives should be approved by the Pre-Physical Therapy Adviser.



EDUCATION

(Early, Elementary, Secondary, and Special Education)

The education of teachers at Fairmont State College is designed to utilize the cooperative functions of the academic disciplines and the Division of Education. The College believes that adequate preparation for teaching requires a rich and comprehensive experience in general education, a concentration in at least one academic specialization and certain attitudes, knowledges, skills and performances which characterize effective teaching.

The role of today's teacher, as viewed by the College, has changed from that of a surveyor of information" to a "manager of the learning environment." This change has resulted from integrating humanism and instructional technology to create a frame of reference in which the realization of individualized and personalized learning is paramount.

The overall objective of the College's teacher education program is to produce a graduate with enough experience and expertise to function effectively in the several differentiated roles required of most teachers in today's society. The prospective teacher at the College will actively observe and participate in the varied roles within the overall "manager model" context. The major determinant of the emphasis accorded each role will be determined primarily by the academic specialization the student is pursuing.

TEACHING CURRICULA

Fairmont State College recommends for professional licensure only those persons who have graduated and have satisfactorily completed a teacher education curriculum approved by the West Virginia Board of Education. The College offers curricula in elementary and secondary teaching leading to the degree of Bachelor of Arts in Education. Students satisfactorily completing a teaching curriculum in a given area will qualify for a Professional Certificate, grades K-12, 1-6, or 7-12. Specializations which may be included include Early Education, Special Education-Mental Retardation and varied academic subject specializations. Students may choose, after consultation with their advisor, from the following programs:

ELEMENTARY EDUCATION

Students who are qualifying for teaching in an open or self-contained classroom grades 1-6 shall complete the following:

- I. General Studies (Elementary)
- II. Professional Education
- III. The Diversified Program*

Optional specializations which may be combined with elementary education are:

1. Early Education (preschool children, ages 3-5)
2. Special Education-Mental Retardation (K-12)
3. School Library-Media (K-12)
4. Middle School Specializations (4-8)

Art

French

General Science

Home Economics

Industrial Arts/Technology

Language Arts

Mathematics

Oral Communication

Social Studies

Note: Student teaching is required in an approved open or self-contained classroom for grades 1-6 and in an approved classroom for each additional specialization. Some combinations may require more than eight weeks of student teaching.

For specific program requirements and additional specializations, see the section in the *Catalog* for the Academic Division which offers the program, e.g. Art 4-8, see Fairmont State Arts Division.

SECONDARY EDUCATION

Students who are qualifying for teaching in grades 7 through 12 shall complete the following:

- I. **General Studies (Secondary)**
- II. **Professional Education**
- III. **Specializations**
 - a. One comprehensive specialization to teach in grades 7 through 12 and related subjects which comprise the comprehensive specialization.
or
 - b. Two single subject specializations for grades 7 through 12.
or
 - c. One single subject specialization for grades 7 through 12 and one specialization for grades 7 through 9.
or
 - d. One single subject specialization for grades 7 through 12 and a specialization K-12 in either School Library Media, Health or Special Education.

Secondary Education students select from the following specializations:

1. **7-12 Comprehensive Specializations** (requires no other specializations)

Business Education	Industrial Arts/Technology
Home Economics-Vocational	Social Studies
2. **7-12 Single Specializations** (Requires second specialization for 7-12, K-12, or 7-9)

Art	English	Mathematics
Biology	French	Oral Communication
Business Principles	General Science	Physical Education
Chemistry	General Shop	Physics
	Journalism	Secretarial Studies
3. **7-9 Specializations** (requires second specialization for 7-12, or K-12)

Home Economics	Language Arts	Social Studies
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4. **K-12 Specializations** (requires second specialization for 7-9, 7-12, or K-12)

Mental Retardation**	School Library-Media*	Physical Education
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*The School Library-Media K-12, may be selected in combination with a specialization for classroom teaching in grades 7-12, 709, K-12, or Elementary Education, 1-6.

**The Mental Retardation specialization, K-12, may be used only in combination with Home Economics, 7-12; Industrial Arts, 7-12; Elementary Education, 1-6, Art K-12, P.E. K-12 or Music K-12.

Note: Secondary special methods and student teaching must be consistent with the grade levels and specializations to be named on the license.

*The General Studies requirements for Elementary Education also fulfill competencies for the Diversified requirements and are included with the Diversified for the Elementary Specialization in determining the 2.2 grade point requirement for eligibility for the Initial Performance Practice.

Grades K through 12

Each student who is qualifying for teaching of Art or Music, grades K through 12 shall complete the following:

- I. **General Studies (Secondary)**
- II. **Professional Education**, to include methods and student teaching of the single subject specialization at both the elementary and secondary levels.
- III. **Specialization**
 - Grades K-12
 - Art — one comprehensive specialization
 - or
 - Grades K-12
 - Music — one comprehensive specialization

Specific specialization requirements for elementary and secondary education programs are identified in the sections entitled Teaching Curricula listed under the respective academic division which offers the program.

It is the responsibility of candidates for a degree to know and meet the general requirements of the College and the specific requirements of the chosen curriculum. It is the student's responsibility also to keep informed of his gradepoint standing. All of this information may be obtained from the student's adviser or Dean of Teacher Education.

Admission to Teacher Education

Any freshman may enroll in the first professional course, Education 200, Introduction to Education. It is required of all teacher education students; other students may elect it as an elective.

The "Student Personal Data Form" is to be completed and filed with the Division of Teacher Education before the completion of Education 200. A student will receive a grade of incomplete in this course until this form is filed. Students are expected, in this course, to make a tentative decision on entering the profession and submit a "*Declaration of Intent*" to the Dean of Teacher Education.

In order to be eligible for enrollment in Education 302, Human Growth and Development, a student must be in good academic standing (not on academic probation) and must have taken the Undergraduate Program Area Tests*. Satisfactory completion of Education 200 and 250 are prerequisites for this course. The required Student Health Record must be on file at this time.

While enrolled in Education 302, those interested in pursuing the Teacher Education program shall make formal application by completing the form, "*Application for Admission to the Teacher Education Program*." To be accepted, the applicant must (1) have a minimum quality point average of 2.0 overall and in each teaching specialization, (2) have completed or be enrolled in Speech 210, (3) have satisfactorily completed the required written English courses and attain a "C" or better in English 108, (4) at the time of application be passing Education 302, and (5) have a Health certificate on file in the Division Office. Also as a part of the process, the applicant must be recommended by the College Health Center, his/her academic adviser, and the Dean of Student Affairs.

Near the end of the semester in which the student is enrolled in Education 302, the Teacher Education Selection Committee evaluates each student's eligibility for Teacher Education. The student is notified in writing of the Committee's decision:

Admitted, Provisionally Admitted, or Not Admitted. Each student shall have the opportunity of appearing before the Committee if he disagrees with its decision.

If a student has satisfactorily completed Education 302 and has approval of the Selection Committee, he is eligible to enroll in Education 303, Educational Psychology. While in this course, Teacher Education students shall make application for the Initial Performance Practicum.

*The Undergraduate Program Area Tests for Humanities, Natural Sciences and Social Sciences are to be taken after the completion of 48 semester hours and prior to enrollment in Education 303.

Initial Performance Practicum

Fairmont State College has adopted the Initial Performance Practicum for scheduled student teaching. In the Initial Practicum one semester of the senior year (approximately 14-15 hours) is reserved for the student in which he/she schedules a block of professional education subjects, including methods and student teaching. The second half of the semester is used exclusively for student teaching in which the daily assignment student teaching will comprise all hours the cooperating school is in session. In addition to classroom assignment, student teachers will participate in the extra-curricular activities of the school and community.

To schedule the I.P.P. a student must meet the requirements for student teaching described below. The I.P.P. requires exact planning by students and advisers during the early years of the college attendance as well as in the senior year. All general student requirements of the College as well as the minimum requirements of the teaching specialization must be completed before the I.P.P. can be scheduled.

Eligibility for the Initial Performance Practicum is determined on the basis of the following criteria:

1. Completion of 96 semester hours including 10 hours in education courses, and three-fourths of the required work in each teaching specialization. All courses in the teaching specialization which are marked by an asterisk in this catalog must be completed before admission to the I.P.P.
2. Satisfactory completion of English 108, Advanced Written English, with a minimum grade of C, and Speech 210 with a minimum grade of C.
3. Division approval of the candidate's teaching specialization and the completion of professional education courses which are prerequisite to the I.P.P. course.
4. Evidence of good moral character (i.e., his reputation among students, faculty and in the community).
5. Have a 2.0 quality point average or better.
6. Have a 2.2 quality point average in each teaching specialization (includes Elementary Specialization).*
7. Present a statement from the College Health Center showing that the student has been given a physical examination and is physically fit for assignment to student teaching.

Students will not be permitted to schedule courses outside the I.P.P. or extracurricular activities which will in any way interfere with the course work without the consent of the Dean of Teacher Education.

Student Teaching Experience

Student Teaching is required in all curricula and is evaluated on a basis of Pass, Incomplete, or Fail. Students must attain a C average in the course work portion of the I.P.P. in order to be eligible for the student experience. Students must complete student teaching at the grade levels and in at least one of the teaching specializations in which they expect to be licensed. At the present time, student teaching experiences are provided in the public schools of Barbour, Marion, Harrison, Monongalia, Preston, and Taylor counties. All such experiences are cooperatively administered by College and public school personnel. Due to the uniqueness of the off-campus student teaching experience, a student may be administratively removed, with cause.

National Teacher Examinations

Completion of the National Teacher Examinations is a requirement for graduation and licensure. A report of the NTE scores must accompany the application for licensure to the West Virginia Department of Education. If the test scores are not received, the

Application must be held pending completion of the Examinations and receipt of scores. The student should keep in mind that not to be licensed at the time of graduation may subject him to subsequent changes in program requirements if he seeks licensure later.

Elementary. A student expecting to be licensed in Elementary Education and an academic specialization must take the Commons Examinations and the Teaching Area Examination entitled "Education in the Elementary School." A student expecting to be licensed in Elementary Education and Early Childhood Education will meet requirements by completing the Commons Examinations and the Teaching Area Examination entitled "Education in the Elementary School" or "Early Childhood Education."

Secondary. A student expecting to be licensed for teaching in grades 7-12 must take the Commons Examinations and the Teaching Area Examination consistent with the 7-12 specialization to be named on the license. If he expects to be licensed in two 7-12 specializations, he may complete the Teaching Area Examination in either 7-12 specialization.

K-12. A student expecting to be licensed for teaching in grades K-12 must take the Commons Examinations and the Teaching Area Examination consistent with the K-12 specialization to be named on the license. The Music NTE is given only once a year.

Summary of Degree Requirements

To meet the requirements for the Bachelor of Arts in Education degree, the candidate must (1) earn a minimum of 128 hours credit in approved subjects with a quality point average of 2.0 or better, for all courses attempted and for all professional courses; attain a 2.2 average in each teaching specialization, including the Elementary Specialization,* and (3) meet the general and specific requirements set up for the curriculum and teaching specialization(s) he/she elects.

College Recommendation Prerequisite to Certification

College recommendation shall take into consideration Chapter 18A, Section 3, Article 1, of the West Virginia School Law which reads "A certificate to teach shall not be issued to any person who is not a citizen of the United States and is not of good moral character and physically and mentally qualified to perform the duties of a teacher, and has not attained the age of eighteen years on or before the first day of October of the year in which his certificate is issued; . . ."

The issuance of an original certificate shall require:

1. The recommendation of the Dean of Teacher Education in consultation with the supervisor of student teaching and chairman of the department offering the specialization. This recommendation is expected to reflect, in addition to academic criteria, satisfactory performance on the part of the applicant in a typical classroom situation.
2. An official statement by the Dean of Teacher Education that the approved program has been completed in full.

BACHELOR OF ARTS IN EDUCATION DEGREE

The General Studies requirement differs for elementary and secondary education programs, however, each consists of forty credit hours as a minimum distributed over humanities, mathematics, natural sciences and physical education and health. The General Studies requirements for elementary education also fulfill competencies for the Diversified requirements and are included with the Diversified for the Elementary Specialization in determining the 2.2 grade point requirement for eligibility for the Initial Performance Practicum.

Elementary Education

General Studies

Humanities

40 Ho

17 Ho

*English 104 — Written English	3
English 108 — Advanced Written English	3
English 250 — Survey of English Literature	3
English 260 — Survey of American Literature	3
Speech Communication 221 — Classroom Communication	3
Art 255 — History and Appreciation of Art	
or	2
Music 205 — Music Appreciation or Music 207 — Beginning Recorder	

Social Sciences

12 ho

Geography 210 — Introduction to Geography	3
History 107 — United States History I	3
History 108 — United States History II	3
History 111 — History of Civilization I	
or	3
History 112 — History of Civilization II	

Science and Mathematics

9 Ho

Math 110 — Mathematics for Elementary Teachers	3
Physical Science 201 — General Physical Science	3
Physical Science 202 — General Physical Science	3

Physical Education

2 ho

Physical Education 326 — Early Psychomotor Development	2
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Diversified Program for self-contained or open classroom

48 Ho

*Art	353	Elem. Art Education I	2
*Art	354	Elem. Art Education II	2
*Biology	101	Intro. to Biology	4
*Biology	102	Intro. to Biology	4
or			
*Biology	103	Intro. to Envir. Biology	4
*Health	100	Personal Health	2
*Health	400	Health Education for the	
		Elementary School	2
*Safety	200	Accident Analysis & Emer. Care	2
*English	207	Children's Literature	3
*Math	210	Math. for Elem. Teachers II	3
*Math	323	Math. for Elem. Teachers III	3
*Music	231	Elementary Music I	3
*Music	232	Elementary Music II	3
Pol. Sc.	200	Intro. to Political Science	3
Economics	200	Economics	3
Sociology	110	Introductory Sociology	3
*Education	300	The Reading Process	2
*Education	304	Developmental Reading	2
*Phys. Sc.	412	Science in the Elem. School	2

*These courses in the Diversified Program must be completed prior to the Initial Performance Practicum.

Professional Education-Elementary

24 Ho

Education	200	Intro. to Education	2
Education	250	Foun. of American Education	2
Education	302	Human Growth & Child Development	3
Education	303	Educational Psychology	3
Education	402	Mathematics in the Elem. School	2
Education	403	Language Arts in the Elem. School	2
Education	404	Social Studies in the Elem.	
		School	2
Education	405	Corrective Reading	2
Education	420	Student Teaching Exp. (Elem.)	6

Students who are qualifying for a Professional Certificate, Grades 1-6, may wish to add the Early Education, Special Education Specialization K-12, Library Media K-12, or Subject Specialization Grades 4-8 (Middle School) to their license.

EARLY EDUCATION SPECIALIZATION

16 Hours

Home Ec.	110	Nutrition.	2
P. Ed.	326	Early Psychomotor Development	2
Home Ec.	328	Cognitive/Affective Dev. Child	3
Speech	459	Speech Correction.	3
Tech.	320	Elem. School Tech.	2
Education	309	Early Education Curriculum.	3
Education	310	Organization/Admin. Early Ed.	3
Education	420	Student Teaching Early Education	3**

SPECIAL EDUCATION K-12 SPECIALIZATION — MR

18 Hours

Education	220	Areas of Excep. in Sp. Ed.	3
Education	221	Education of Excep. Children	3
Education	320	Education of the Mentally Retarded	3
Education	321	Diagnosis, Prescription & Assessment Techniques	3
Education	322	Curricula Approaches, Materials, & Methods of the Mentally Retarded	3
Education	440	App. Prac. in Mental Retardation.	3
Education	470	Stu. Teach. in Mental Retardation	3**

SUBJECT SPECIALIZATIONS GRADES 4-8 *** (May be added to 1-6 Elementary) (See course requirements for each specialization in catalog section for that division.)

Business Economics	Language Arts	Science
Industrial Arts	Mathematics	Social Studies
	Oral Communications	French

Included in Elementary Program

Replaces 3 semester hours of Education 420 in Elementary Program.

Requires Special Methods 431 in the Gr 4-8 specialization. This course must be taken prior to the semester one enrolls in Initial Performance Practicum.

SECONDARY AND K-12 EDUCATION

General Studies

40 Hours

Humanities

Minimum 17 Hrs., Maximum 21 Hrs.

English	104	Written English	3
English	108	Advanced Written English.	3
English	250	Survey of English Literature.	3
English	260	Survey of American Literature.	3
Speech	221	Classroom Communication	3
Art	255	History & Appr. of Art	2
or		or	
Music	155	Theory of Art (for Art majors).	2
Music	205	Music Appreciation.	2
or		or	
Music	207	Beginning Recorder	2
Music	206	Music Appr. (for Music Majors).	3

Approved Electives in Humanities:

Art 155 or 255 or Music 205

or Music 207 (Not used above) 2

Prior to enrolling in English 104, Foundations 101 Basic Communications, is strongly recommended for those who do not meet certain minimum standards.

*Music 206 is for Music Majors only.

*Art 155 is for Art Majors only.

Social Sciences

Minimum 12 Hrs., Maximum 15 Hrs.

Econ.	200	Economics	3
Geography	210	Intro. to Geography	3
History	107	U.S. History I	3
History	108	U.S. History II	3
History	111	History of Civilization I	3
History	112	History of Civilization II	3
Pol Sci.	103	American Government	3
Psych.	101	Intro. to Psychology	3
Sociology	110	Introductory Sociology	3

Science and Mathematics

Min. 9 Hrs., Max. 12 Hrs.

Math	205	Fund. Concepts of Math (Required)	3
and			
Phys. Sci.			6
	100	Scientific Methodology (required)	2
and select two of the following:			
	101	Astronomy	2
	102	Chemistry	2
	103	Geology	2
	104	Physics	2
	105	History of Physical Science	2

or

Biology	101	Intro. to Biology	4
Biology	102	Intro. to Biology	4

or

Biology	103	Intro. to Envir. Biology	4
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or

Chemistry	101	General Chemistry	4
Chemistry	102	General Chemistry	4

or

Chemistry	105	Chemical Principles	5
Chemistry	106	Chemical Principles	5

or

Geology	101	General Geology	3
Geology	102	General Geology	3

or

Physics	101	Intro. to Physics	4
Physics	102	Intro. to Physics	4

Physical Education

Minimum 2 Hrs.

P. Ed.	100	Basic Physical Education	1
P. Ed.	101	Basic Physio Conditioning-Health	1

PROFESSIONAL EDUCATION-SECONDARY AND K-12

24 Hrs.

Education	200	Intro. to Education	2
Education	250	Found. of American Education	2
Education	302	Human Growth & Child Development	3
Education	303	Educational Psychology	3
Education	430	Reading Instruction in the Secondary Content Area	2
Education	432	Evaluation Techniques in the Secondary School	2
Education	433	Instruction in the Second. School	3
Sp. Meth.*	431	Special Methods (In subject specialization)	2
Education	450	St. Teaching Exp. (Secondary)	6
Education	421	St. Teaching Exp. (K-12) (Elem.)	3
Education	422	St. Teaching Exp. (K-12) (Second.)	3

*Students electing a comprehensive field must include 431, Methods and Materials in the comprehensive area. If electing to complete two single subject specializations, Methods and Materials may be chosen in either specialization. However, the student teaching assignment must be consistent with the selected Methods and Materials. Should one elect to complete a single subject specialization in grades 7 through 9, one is required to complete Methods and Materials for grades 7 through 12.

SECONDARY EDUCATION PROGRAM OPTIONS

Grades 7-12, Single Specializations (two specializations required)	Division
Art	Fine Arts
Biology	Science and Mathematics
Business Education Secretarial	Commerce
Business Education, Business Principles	Commerce
Chemistry	Science and Mathematics
English	Language and Literature
French	Language and Literature
General Science	Science and Mathematics
Industrial Arts/Technology	Technology
Journalism	Language and Literature
Mathematics	Science and Mathematics
Oral Communications	Fine Arts
Physical Education	HPERS
Physics	Science and Mathematics
Grades 7-12, Comprehensive Specializations (no additional specialization required)	
Business Education	Commerce
Home Economics-Vocational	Technology
Industrial Arts/Technology	Technology
Social Studies	Social Science
Grades 7-9 Specializations (must be combined with single or comprehensive specialization)	
Home Economics	Technology
Language Arts	Language and Literature
Social Studies	Social Science
Grades K-12 Specializations	
Art — No second specialization required	Fine Arts
Music — No second specialization required	Fine Arts
Physical Education — Must add 7-9 or 7-12 field.	
School Library/Media — May be added to 7-12 or 1-6	Language and Literature
Special Education/MR — May be added to Elem. Ed. or Home Economics, I.A. — Technology, grades 7-12	Education

Fairmont Community College

A Component of

Fairmont State College

The Community College Concept

A statewide regional community college system was established in 1972 by the West Virginia Board of Regents in its master plan for the state's higher education in the 1970s. This plan specifically directed Fairmont State College to establish a distinct component "to provide community college education opportunities both on campus and throughout the region."

By the fall of 1974, Fairmont State was on the threshold of this exciting new venture with the creation of Fairmont Community College as a unit of the parent institution. This new sense of direction broadened the commitment of the institution by developing a community college unit to complement the original mission of the college. Having a community college on the campus of an established four-year institution has proved to be mutually reinforcing and supportive.

Seen in historical perspective, the community college concept is an extension of the logical conclusion of the college's traditional goals, which include broadening the base of participation in a democracy of intellect and giving everyone access to postsecondary education. This concept makes it possible for students to fulfill their potential, achieve their aspirations, and advance their education to the limits of their ability.

As a comprehensive community college it provides: academic, vocational, occupational, and general education programs of two years duration; one-year certificates, continuing education courses; and community service programs. The result has been a sharp increase in the number of students who have returned to formal education for reasons of job obsolescence, seeking opportunity to start new careers, or wishing to achieve upward social mobility along a career ladder. The community college takes pride in the diversity of its programs and its commitment to making learning a life-long process for all age groups on a full-time and part-time student basis.

The college parallel program is composed of the first two years of a traditional liberal arts baccalaureate college education. Associate degree credit may be applied without loss of credit to a four-year baccalaureate degree program. Community college courses are full-fledged college level credit and therefore transferable to baccalaureate level programs. The quality of instruction is identical for two-year and four-year degrees.

Students enrolled in Fairmont State's Community College unit maintain all rights, privileges, responsibilities, and the same use of campus facilities and social and academic resources as those enrolled in four-year degree programs.

Clarksburg Center

Fairmont State College component, Fairmont Community College, added a further commitment to its pledge of providing progress and traditional service to the community, region and state by establishing the Clarksburg Center July 1, 1975. Recently relocated to provide more modern facilities, the Clarksburg Center is located in Colonial Village, 104 East Main Street.

Providing Fairmont State College the opportunity to offer quality education to the Harrison County community, the Clarksburg Center offers academic work leading to a

ety of two-year degrees, the Regents BA degree and the first two years towards numerous four-year degree programs. Diversified community service classes in the rural, vocational, avocational and general interest areas are also available through the Clarksburg Center.

The Center's staff provides and coordinates services for Clarksburg students equivalent to those services available to main campus students. Assistance from either resident staff or from main campus specialists who visit the Clarksburg Center periodically, is available in career counseling, financial aid, veterans' benefits, class scheduling, academic counseling and scholarship services.

Library service for Clarksburg students and faculty became a reality in September, 1977. Adjoining the Clarksburg Center's offices and classrooms, the library is staffed by an assistant librarian and is available to students and faculty during the day and evening hours. The library's basic collection of reference and research materials, in addition to its access to the main campus library collection and inter-library loans, allows the facility to accommodate the needs of most Clarksburg students.

In addition to welcoming the traditional or high school equivalent student, the Clarksburg Center encourages outstanding high school students to enroll in college level courses. As part-time students, they may register for classes at the center, or for those offered by the Center at nearby public and private high schools. The center allows students in the Harrison County community to economize on quality education by providing the region with outstanding community college education opportunities.

Open Admissions Philosophy

Fairmont State's Community College operates an "open door" admission policy. Admission is open to all high school graduates as well as to those with equivalent credentials (GED). Even without a high school diploma, individuals may enroll in many of the Community College's continuing education courses, as a special student. This "open door," however, does not guarantee an education to everyone, but it does make it possible for everyone to enter the College and for everyone to have the opportunity to pursue programs in higher education to the limit of his or her ability and particular potential.

The Community College is more concerned with letting students in, than in keeping them out; it is inclusive rather than exclusive in its admission policy.

Eligibility to enroll in the Community College does not necessarily imply eligibility to enter all its degree programs, several of which may be competitive and limited in the number of students admitted.

Since Nursing and the Allied Health fields are selective programs, with limited enrollment, applicants should complete the ACT early and have the high school transcripts forwarded early in the Fall. To insure consideration, applications, test scores and transcripts must be received by December. Students applying for scholarships should have the transcripts forwarded at the conclusion of the first semester of the senior year.

A minimum 2.0 (C) grade average for all courses attempted and for all courses in the area of specialization is required for graduation with an associate degree or a one year certificate. Students also must have completed at least 15 credit hours at Fairmont State College of the total hours required in an associate degree or 8 credit hours of the total at Fairmont State College required in a certificate program.

Degrees

Associate Degrees. Fairmont State College offers three kinds of two-year associate degrees as part of its Community College:

Associate in Arts (A.A.). The first 2 years of the four-year liberal arts general studies

requirements designed for those who plan to continue in or transfer to a four-year college or university degree program.

Associate in Science (A.S.). Intended as either a terminal degree or the first 2 years of the four-year baccalaureate degree.

Associate in Applied Science (A.A.S.). Considered a technological program leading directly to employment; also may be applied to either a baccalaureate degree or a transfer program.

Certificate Programs

Certificate programs, which generally take one year or two semesters of full-time course work to complete, are designed for students seeking to learn basic skills or to increase their proficiencies in a specific occupational area. In a certificate program, students take skill-development courses in their field of interest and a limited number of related courses. Graduates of certificate programs may use their credentials to seek immediate employment or they may continue their studies in a degree program.

Degree Programs

Associate Degrees and Certificate Programs

	Degree Offered	Minimum Semester Hours Required
General Studies	A.A.	64
Allied Health Technology		
Emergency Medical Services (one-year certificate in applied science)		34
Medical Laboratory Technology	A.A.S.	71
Medical Record Technology	A.A.S.	66
Nursing	A.S.	74
Respiratory Therapy Technology	A.A.S.	78
Veterinary Assistant Technology	A.A.S.	77
Business Technology		
Accounting	A.S.	64
Business	A.A.S.	
General		64
Banking		66
Real Estate		63
Clerical	A.S.	64
Clerical (one-year certificate in applied science)		32
Commercial Design/Graphics	A.A.S.	64
Electronic Data Processing	A.S.	64
Food Service Management	A.A.S.	64
Interior Decoration	A.A.S.	60
Music Merchandising	A.A.S.	69
Radio-TV Communication	A.A.S.	64
Retail Management	A.A.S.	64
Secretarial (Executive, General, Legal, Medical)	A.S.	64
Secretarial (one-year certificate in applied science)		32
Engineering Technology (Concentrations)		
Architecture	A.A.S.	67
Electronics	A.S.	67
Industrial	A.S.	67
Mechanical	A.S.	67
Mining	A.S.	67
Civil	A.S.	67
Safety	A.A.S.	67
Power	A.S.	67

Printing	A.S.67
Drafting/Design	A.S.67
Public Service Technology		
Child Care	A.A.S.65
Criminal Justice	A.A.S.67
Fire Protection and Safety	A.A.S.67
Legal Assistant	A.A.S.65
Psychological Service	A.A.S.64
Public Affairs	A.A.66
Social Service Technology	A.A.S.64

Associate Degrees as Minors for Baccalaureate Programs

Any successfully completed associate or two-year degree offered within the Community College, except General Studies and the field of the B.A. — B.S. major, may be used to fulfill the requirements for a minor in any B.A. or B.S. (non-teaching baccalaureate) degree awarded by Fairmont State College.

Minors Derived From Associate Degree Programs

Several minors that may be used to fulfill the requirements for a minor in B.A. or B.S. (non-teaching baccalaureate) degrees awarded by Fairmont State College have been established from associate degree programs. Each of these minors is located immediately following the associate degree program from which it is derived.

Allied Health programs must be completed in their entirety in order to qualify as minors.

GENERAL STUDIES

(Associate of Arts)

The open-ended self-designed nature of the General Studies program offers various options upon its completion by providing semi-professional and technical-occupational students with a minimal general education. With careful selection graduates can continue any four-year program at Fairmont State or any other four-year college or university.

The General Studies degree meets the needs of individuals undecided about the kind of post high school training that will benefit them most, of people who discover their job skills need updating or of those who may have to interrupt their education.

Aspects

Minimal college degree for those temporarily unable to complete a four-year program.

Continuation or transfer into four-year degree programs.

Background in a variety of liberal arts courses which may facilitate career selection.

General Studies

64 sem. hrs.

Semester 1

English 104.3
Art 255 or Music 2052
History or Social science.3
Physical Education Activity.1
Science or Math.2-5
Elective3

Semester 2

English 108.	
History or Social Science	
Science or Math.	2
Electives	5

Semester 3

English 260.	
History or Social Science	
Speech Communication 100.	
Electives.	

Semester 4

English 250.	
History or Social Science	
Electives.	

The History or Social Science and Science or Math requirements of this program may be fulfilled only by courses that are listed in the General Studies curriculum for the Bachelor of Science (B.S.) Degree.

Allied Health

Programs

Several degree programs and one certificate program are offered in the Division of Allied Health. These include Nurse Anesthesia (a B.S. degree — see the Baccalaureate degree section of this catalog); Emergency Medical Services (Cert. in A.S.); Medical Laboratory Technology (A.A.S.); Medical Records Technology (A.A.S.); Nursing (A.S.); Respiratory Therapy Technology (A.A.S.); and Veterinary Assistant Technology (A.A.S.).

Admission Policy

Applications for admission to programs in allied health are accepted through December for the following school year. The application, high school transcript or GED scores, ACT scores, college transcript (if applicable) and other pertinent information assure complete consideration should be on file by the deadline.

The credentials are organized by the Director of Admissions and submitted to the appropriate selection committee for consideration. Decisions are made by the last January or first of February. All applicants are notified by letter concerning their admission status.

Selection criteria are based primarily on academic background with some flexibility concerning life experience and training. Normally a high school senior should have a score of 22 on the ACT and a 3.3 grade-point average to be accepted into the program (Strong math and science background is highly recommended.) However, all applications of persons interested in the specific programs will be given every consideration in the selection process. Consideration will be given to students who have successfully completed college course work. Students with a college grade-point average of less than 2.0 must remedy this situation before consideration.

Students who have graduated with GED must still show adequate academic background and ACT scores.

Transportation

As most of these programs require considerable student attendance at off-campus locations, it will be the student's responsibility to provide transportation to all clinical affiliates. The utilization of car pools, when appropriate, is encouraged to help meet the expense of those providing transportation.

Liability Insurance

All Allied Health students are required to have liability insurance. Group policies are handled the first weeks of class each year and the money is paid to the designated college secretary, who forwards it to the insurance company. All admitted students will be notified of the appropriate time to take advantage of the blanket coverage which is renewed annually.

ALLIED HEALTH TECHNOLOGY

*EMERGENCY MEDICAL SERVICES

(Certificate in Applied Science)

The following Emergency Medical Services one-year certificate program was implemented in January 1976. This program is designed to train paraprofessionals to provide emergency medical services commensurate with the needs of the geographic region and consists of three areas of specialization. Upon completion of the program, participants could qualify for examination by the West Virginia Department of Health for (1) EMT certification; (2) paramedic certification; and (3) emergency medical services certification.

A one-year certificate would be awarded upon successful completion of the program.

Emergency Medical Services Program		34 sem. hrs.
English	104	Written English3
EMS	101	Techniques of EMS4
	105	Specialized Rescue Techniques3
	200	Advanced Emergency Care4
	201	EMS Practicum4
Biology	170	Anatomy and Physiology4
Psychology	101	Introduction to Psychology3
Health	202	Community Health Problems3
Sociology	110	Introduction to Sociology3
A.H.	100	Medical Terminology3

* Admission to this certificate program is limited to active emergency personnel with approval of the Supervisor, Division of Allied Health.

MEDICAL LABORATORY TECHNOLOGY

(Associate in Applied Science)

The Medical Laboratory Technology (MLT) Associate in Applied Science is an allied program between Fairmont State's Community College and three cooperating medical institutions, Fairmont Clinic in Fairmont and United Hospital Center in Clarksburg and BioMedical Reference Laboratories, Inc. in Fairmont.

In addition to general studies and a common core of allied health science courses, 43 credit hours are required in clinical lecture and laboratory experience coordinated with a 12-month hospital-clinical laboratory rotation.

In order to begin the clinical year of the MLT Program, a student must have an overall quality point average of 2.0 plus an overall 2.0 average in the following clinically related subjects: MLT 101 and 102, Chemistry 101 and 102, Biology 170 (Anatomy & Physiology) and 205 (Microbiology). Failure to attain this average results in dismissal from the program. Re-admission is on the basis of re-application and reacceptance.

Withdrawal from MLT 101 or 102 or Failure of MLT 101 or 102 results in dismissal from the Program. Readmission is on the basis of reapplication and reacceptance.

The MLT degree is designed in accordance with standards and guidelines provided by the American Society of Clinical Pathologists (ASCP). Upon completion of an associate degree, students are eligible for certification examination as medical laboratory technicians by ASCP.

Because only a limited number of students can be selected each year, applicants are advised to make application by December 1. Admission is based on these factors: high school record, ACT scores, and a personal interview.

Places of employment:	Public health agencies
Hospitals	Pharmaceutical firms
Clinics	Research institutions
Independent Laboratories	Types of jobs:
Physicians' offices	Medical laboratory analysis

Medical Laboratory Technology		71 sem.
Semester I		
Eng. 104	Written English	3
Math 111	Intro. to Algebra	3
Chem. 101	Gen. Chemistry	4
MLT 101	Intro. to MLT	3
Bio. 170	Anatomy & Physiology	4
		17
Semester II		
Engl. 108	Adv. Written Eng.	3
Chem. 102	Gen. Chemistry	4
Bio. 205	Microbiology	4
Psych. 101	Intro. to Psych. 1	3
MLT 102	Intro. to MLT	3
		17

(All of the above courses must be completed prior to the clinical year.)

Twelve Month Clinical Rotation

MLT 200	Clinical Serology Lecture	1
MLT 201	Clinical Serology Practicum	1
MLT 202	Clinical Biochem. Lecture	5
MLT 203	Clin. Biochem. Practicum A	2
MLT 204	Clin. Biochem. Practicum B	3
MLT 205	Clinical Microbio. Lecture	3
MLT 206	Clin. Microbio. Practicum A	1
MLT 207	Clin. Microbio. Practicum B	2
MLT 208	Clin. Mycology & Parasitology	2
MLT 209	Clin. Microscopy Practicum	2
MLT 210	Clin. Hematology Lecture	4
MLT 211	Clin. Hematology Practicum A	2
MLT 212	Clin. Hematology Practicum B	2
MLT 213	Immunohematology Lecture	3
MLT 214	Immunohematology Practicum A	1
MLT 215	Immunohematology Practicum B	1
MLT 216	Seminar	1

MEDICAL RECORD TECHNOLOGY

(Associate in Applied Science)

The Medical Record Technology Program is designed to provide the graduate with skills necessary for preparing, analyzing, and preserving health information needed by health practitioners, patients, hospitals, and the public. In addition to the classroom studies, the student spends a designated time at affiliated clinical sites, i.e., hospitals, clinics, and extended care facilities, in order to practice the technical skills. This rotation begins in the first semester of the freshman year and continues throughout the program. The Medical Record Technology Program is an affiliated program with United Hospital Center, Inc., Clarksburg; Veterans Administration Medical Center, Clarksburg; Monongalia General Hospital, Morgantown; West Virginia University Hospital; Morgantown; Wishing Well Health Care Center, Inc., Fairmont; Reynolds Memorial Hospital, Glen Dale; and Camden-Clark Memorial Hospital, Parkersburg.

Upon satisfactory completion of the two-year program, the student will have a knowledge of medical terminology, secretarial skills, disease classification and indexing skills required to function in any health care agency maintaining medical records.

In order to continue in the Program of Medical Record Technology, a student must have an overall 2.0 average plus an overall 2.0 average in the following subjects: Allied Health 100, 101, Biology 101, 170, MRS 104. To continue in the Program a 2.0 overall average must be maintained in the following subjects: MRS 103, 104, 105, 106, 109, 105, 206, 207, 208, 209 and 317. Failure to attain this average results in dismissal from the Program. Readmission is on the basis of reapplication and reacceptance.

Withdrawals from any MRS course or failure of any MRS course results in dismissal from the Program. Readmission is on the basis of reapplication and reacceptance.

Because only a limited number of students can be selected each year, applicants are advised to make application by December 1. Admission is based on these factors; high school records, ACT scores, and college course work (if applicable).

Places of employment:

Doctors' offices

Clinics

Hospitals

Nursing Homes

Types of jobs:

Clerks

Medical Records Transcriptionists

Medical Record Technology

66 sem. hrs.

Semester I

AH 100	Medical Terminology	3
AH 101	Intro to Health Care.	1
MRS 104	Med. Rec. Sci. I	3
MRS 103	MRS Directed Practice.	1
Eng. 104	Written English.	3
Bio. 101	Intro to Bio.	4
Psych 101	Intro to Psych.	3

18

Semester II

MRS 105	Med. Rec. Sci. II	5
Bio 170	Anatomy & Physiology.	4
MRS 106	MRS Directed Practice.	2
MRS 317	Med. Mach. Transcription	2
MRS 109	Hospital Statistics	3

16

Semester III

MRS 205	Med. Rec. Sci. III.	5
MRS 206	MRS Directed Practice.	3
Eng. 108	Advanced Written English	3

AH 102	Pathophysiology of Dis.	3
EDP 100	EDP	3

17

Semester IV

MRS 207	Med. Rec. Sci. IV.	5
MRS 208	MRS Directed Practice.	3
Bus. 314	Office Management	2
MRS. 209	Seminar.	2
Soc. 110	Intro to Soc.	3

15

Medical Record Technology

Minor B.A. and B.S. Degree		18 sem.
Alld. Hlth. 100	Medical Terminology.	3
Bus. Educ. 102	Intermediate Typewriting	2
Bus. Educ. 103	Records Management.	2
MRS 104	Medical Records Science I.	3
MRS 103	Medical Record Directed Practice I	1
Bus. Educ. 211	Advanced Typewriting.	2
Bus. Educ. 214	Medical Typewriting	2
Bus. Educ. 311	Office Machines.	2
EDP 100	Introduction to EDP	3

NURSING EDUCATION
(Associate in Science)

The two-year technical or semi-Professional nursing program is designed to prepare beginning practitioners of nursing at the staff level. The curriculum includes a balance between nursing and non-nursing courses. Learning experiences in the college clinical laboratories make up a major portion of the nursing courses. Clinical laboratories may include the local hospital, clinics, schools, home for aged and the hospital at West Virginia.

To enroll in the second year of the program, a student must have an overall average of 2.0 in the nursing courses and an overall average of 2.0 in the following courses: Anatomy and Physiology (Biology 170); Nutrition (Home Economics 110); Microbiology (Biology 205); and Introduction to Psychology I (Psychology 101).

Graduates of the program are eligible to take the West Virginia State Board examination for licensure as registered nurses.

Because applications for nursing exceed available space, prospective students are advised to make application by December 1.

Nursing Education 74 sem. 1

First Term (Fall Semester)

English 104	Written English.	3
Nursing 100	Introduction to Nursing.	1
Nursing 101	Fundamentals of Nursing	7
Home Ec. 110	Nutrition.	2
Biology 170	Anatomy and Physiology	4

17

Second Term (Spring Semester)

Psychology 101	Introduction to Psychology.	3
Nursing 103	Medical-Surgical Nursing	10
Biology 205	Technical Microbiology	4

17

Summer Session (5 weeks)

Psychiatric Nursing 203	Psychiatric Nursing.	6
		6

Fourth Term (Fall Semester)

English 108	Written English.	3
Sociology 110	Introduction to Sociology.	3
Nursing 202	Medical-Surgical Nursing.	10
Nursing 204	Trends in Nursing.	2
		18

Fifth Term (Spring Semester)

Political Sc. 103	National Government.	3
Nursing 205	Maternity Nursing.	5
Nursing 206	Nursing of Children.	5
Elective	(Consent of Adviser).	3
		16

RESPIRATORY THERAPY TECHNOLOGY

(Associate of Applied Science)

Respiratory therapists perform under the direction of physicians in hospitals, clinics, research facilities, nursing homes, and home-care settings. They provide treatment, management, and care of patients with deficiencies and abnormalities associated with the breathing process, through the therapeutic use of medical gases, oxygen administering apparatus, aerosols, chest physical therapy, cardiopulmonary resuscitation, artificial airways and mechanical ventilators.

In order to begin the clinical year of the RTT Program, a student must have an overall quality point average of 2.0 plus a 2.0 in the following clinically related subjects: English 101, Chemistry 101, Mathematics 111, and Biology 170 (Anatomy and Physiology). Failure to attain this average results in dismissal from the Program. Readmission is on the basis of reapplication and reacceptance.

Withdrawal from any RTT course or failure to obtain a 2.0 in any RTT course results in dismissal from the Program. Readmission is on the basis of reapplication and acceptance.

Persons with three or more years of respiratory therapy experience or with the NBRT credential from the NBRT may challenge all professional courses. Persons with the NBRT credential may be exempted from RT 101 and will be expected to challenge all clinical courses. The student should enroll for the course and make arrangements with the instructor prior to the start of the term to schedule a challenge examination. Clinical course challenges will be by a practical examination in a clinical or simulated clinical setting. Theory course challenges will be by a written multiple choice National Board Examination.

Because only a limited number of students can be selected each year, applicants are required to make application by December 1. Admission is based on high school records, ACT scores, college records (if relevant), a personal interview, and previous related experience.

Respiratory Therapy Technology 78 sem. hrs.

First Term (Fall Semester)

Eng. 104	Written English.	3
Math 111	Intermediate Algebra.	3
Biol. 170	Anatomy & Physiology.	4
Chem. 101	General Chemistry.	4

AH 102	Pathophysiology of Disease	3
RT 101	Introduction to Respiratory Therapy	1

18

Second Term (Spring Semester)

Biol. 205	Technical Microbiology	4
Psych 101	Introduction to Psychology I	3
RT 102	Physics for RT	2
RT 103	Pharmacology for RT	2
RT 104	Cardiopulmonary Physiology	2
RT 105	Nursing Arts for RT	2
RT 106	Introduction to Clinical Practice	3

18

Third Term (Summer — both sessions)

RT 201	Procedures I	3
RT 202	Clinical Application I (24 hrs./wk.)	5

8

Fourth Term (Fall Semester)

RT 203	Procedures II	3
RT 204	Clinical Application II (32 hrs./wk.)	6
RT 205	Intensive Respiratory Care	3
RT 206	Pathology for RT	2
Eng 109	Technical Report Writing	3

17

Fifth Term (Spring Semester)

RT 207	Ethics, Medical Records and Administration	3
RT 208	Pediatric & Neonatal Respiratory Care	3
RT 209	Cardiopulmonary Rehabilitation	3
RT 210	Pulmonary Function Testing	2
RT 211	Respiratory Therapy Clinical Application III (32 hrs./wk.)	6

17

VETERINARY ASSISTANT TECHNOLOGY

(Associate in Applied Science)

Exciting employment opportunities abound for animal health technicians, who have a new role to play on today's animal health care team. Animal health technicians assist the veterinarian in many ways. They collect and record case histories; prepare animals, instruments, equipment and medications; they apply wound dressings, and assist the veterinarian in diagnostic, medical and surgical procedures.

Veterinarians recognize that they can expand their practices by delegating to the technician many duties and procedures, and there is far more of a demand for qualified animal health technicians than presently exist. Schools with active programs report 5 job opportunities for each graduate. The Animal Veterinary Medical Association predicts approximately one trained technician is needed to assist each of the 29,000 active veterinarians, not to mention the 1,300 new veterinarians graduated each year. But in the last ten years, only 3,000 animal health technicians have been graduated.

Employment opportunities are also promising with diagnostic laboratories, pharmaceutical company research, biomedical research teams, and in government agencies as assistants to federal meat inspectors.

During their first year in the program at Fairmont State College, students complete general education courses, technical and clinical classes. In their second year, students

and two semesters with practicing clinical veterinarians in order to apply their academic knowledge. In order to begin the clinical year of the VAT Program, a student must have an overall quality point average of 2.0 plus and overall 2.0 average in the following academically related subjects: VAT 113, 114, 117, and 118, Biology 102, 170, and 205. Failure to attain this average results in dismissal from the program. Re-admission is on the basis of reapplication and reacceptance. Withdrawal from any VAT course or failure to complete any VAT course results in dismissal from the Program. Re-admission is on the basis of reapplication and reacceptance.

Because only a limited number of students can be selected each year, applicants are required to make application by December 1. Admission is based on these factors: High school record, ACT score, and college record (if applicable).

Veterinary Assistant Technology		77 Sem. hrs.
		Fall Semester
English	104	Written English 3
Business Ed.	101	Beginning Typewriting 2
Biology	170	Anatomy and Physiology 4
Allied Health	100	Medical Terminology 3
Allied Health	101	Intro. to Health Care 1
VAT	113	Intro. to Veterinary Techniques 3
VAT	114	Breeds and Breeding 2
		18
		Spring Semester
English	109	Technical Report Writing 3
Biology	205	Technical Microbiology 4
Biology	102	Intro. to Biology 4
Business Ed.	311	Office Machines 2
VAT	117	Veterinary Techniques I 3
VAT	118	Radiology 2
		18
		Summer (1st Term)
VAT	271	Veterinary Preceptorship I 4
		Summer (2nd Term)
VAT	271	Veterinary Preceptorship I 4
		Second Year: Fall Semester
Business Math	141	Business Mathematics 3
Chemistry	101	General Chemistry 4
Speech	100	Intro. to Speech Comm. 3
Psychology	101	Intro. to Psychology I 3
VAT	215	Lgr. Animal Restraint and Diseases 2
VAT	217	Veterinary Tech. II 4
		8
		Spring Semester
VAT	219	Veterinary Tech. III. 2
VAT	272	Veterinary Preceptorship II. 12
		14

BUSINESS TECHNOLOGY

ACCOUNTING

(Associate in Science)

The two year Accounting Associate in Science degree qualifies graduates for work in the accounting field, providing students with the basic tools to carry on day-to-day operations in the accounting departments of individual and corporate business, industries and government agencies.

Current Department of Labor statistics show increased need for accountants despite the fact that many low-level accounting positions may be phased out by computers and other business machines. Data from these machines will require analysis by individuals trained in accounting terminology and procedures. The need for qualified personnel in the tax field and financial reporting will be extensive.

- Places of employment
- Business Organizations
- Industrial Corporations
- Government Agencies
- Independent Accounting Firms
- Public accounting firms — staff Positions
- Government agencies — financial clerks
- Bookkeepers in small businesses
- Insurance claims adjusters

Types of jobs:

Industrial accountants — general, cost, etc.

Two-Year Accounting 64 sem. hrs.

Required Courses:

Business	141	Business Mathematics	3
	201, 202	Principles of Accounting	6
	203	Accounting Practicum	2
	301, 302	Intermediate Accounting	6
	306	Business Law	3
	406, 407	Federal Income Tax Accounting	6
Economics	201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing	3
English	104, 108	Written English	6
Psychology	101	Introduction to Psychology I	3
Spch. Comm.	100	Intro. to Speech Communication	3
		or	
	107	Speech Improvement	2
Recommended:			
Business	404	Cost Accounting	3
Electives			14-15

BUSINESS

(Associate in Applied Science)

This program is designed to offer students THREE OPTIONS to concentrate their studies: (1) GENERAL BUSINESS, (2) BANKING, or (3) REAL ESTATE. The objective of the program is two-fold: (A) to provide individuals with the opportunity to develop job related skills while concurrently increasing their awareness of their roles and responsibilities toward society and their profession, and (B) to meet the educational needs of the community by helping meet the requirements for trained manpower in the service region of the College. Specifically, the program is presently designed to allow students to select one of three associate degree options that would provide them with the necessary skills to function professionally in one of the three areas.

GENERAL BUSINESS OPTION

Required Courses		64 Sem. Hrs.
Business	102	Intro. to Business. 3
	141	Business Math 3
	201	Prin. of Accounting 3
	202	Prin. of Accounting 3
	304	Marketing. 3
	305	Small Bus. Management. 3
	306	Business Law 3
	307	Business Law 3
	308	Personnel Management 3
	309	Principles of Management 3
	314	Office Management 2
	401	Business Finance 3
	410	Investments 3
		Business Electives 6
Bus. Ed.	251	Business Communications 2
Economics	201	Econ. Prin. and Problems 3
	202	Econ. Prin. and Problems 3
English	104	Written English 3
	109	Tech. Report Writing. 3
Psych.	101	Intro. to Psychology I 3
Spch. Comm.	100	Intro. to Speech Communication. 3

BANKING OPTION

Required Courses		66 sem. hrs.
Business	102	Intro. to Business 3
Business	141	Business Math 3
Business	201	Principles of Accounting 3
Business	202	Principles of Accounting 3
Business	306	Business Law 3
Business	307	Business Law 3
Business	308	Personnel Management 3
Business	314	Office Management 2
Business	320	Advertising. 3
Business	380	Principles of Bank Operations. 3
Business	381	Mgmt. of Commercial Bank Funds. 3
Business	382	Credit Administration 3
Business	401	Business Finance 3
Business Ed.	251	Business Communications 2
Business Ed.	311	Office Machines. 2
EDP	100	Intro. to Electronic Data Proc. 3
Economics	201	Econ. Principles and Problems. 3
Economics	202	Econ. Principles and Problems. 3
Economics	303	Money, Credit and Banking. 3
English	104	Written English 3
English	109	Technical Report Writing 3
Psychology	101	Intro. to Psychology I 3
Spch. Comm.	100	Intro. to Speech Communication. 3

BANKING

B.A. and B.S. Degree		18 sem. hrs.
Note: Duplicate credit will not be granted to fulfill the requirements for a major in Commerce.)		
Required courses:		
Business	380	Principles of Bank Operations. 3

	381	Management of Commercial Bank Funds	3
	382	Credit Administration	3
Elective Hours to be selected from the following:			9
Business	102	Introduction to Business	3
	141	Business Math	3
	201	Principles of Accounting	3
	202	Principles of Accounting	3
	306	Business Law	3
	307	Business Law	3
	308	Personnel Management	3
	314	Office Management	2
	320	Advertising	3
	401	Business Finance	3
Bus. Ed.	251	Business Communications	2
	311	Office Machines	2
EDP	100	Introduction to Electronic Data Processing	3
Economics	201	Economic Principles and Problems	3
	202	Economic Principles and Problems	3
	303	Money, Credit and Banking	3

REAL ESTATE OPTION

Required Courses			63 Sem.
Business	102	Intro. to Business	3
	141	Business Math	3
	201	Prin. of Accounting	3
	202	Prin. of Accounting	3
	205	Salesmanship	3
	305	Small Business Management	3
	314	Office Management	2
	320	Advertising	3
	360	Real Estate Prin. & Practices	3
	361	Real Estate Law	3
	362	Real Estate Appraisal	3
		Business Electives	6
Bus. Ed.	101	Beginning Typewriting	2
	251	Business Communications	2
Economics	201	Econ. Prin. and Problems	3
	202	Econ. Prin. and Problems	3
	303	Money, Credit and Banking	3
English	104	Written English	3
	109	Technical Report Writing	3
Psych.	101	Intro. to Psychology I	3
Spch. Comm.	100	Intro. to Speech Communication	3

REAL ESTATE

Minor B.A. and B.S. Degree			18 Sem.
(Note: Duplicate credit will not be granted to fulfill the requirements for a major in Comm.)			
Required Courses			
Business	360	Real Estate Prin. & Practices	3
	361	Real Estate Law	3
	362	Real Estate Appraisal	3
Elective Hours to be selected from the following:			9
Business	141	Business Math	3
	201	Prin. of Accounting	3
	202	Prin. of Accounting	3
	205	Salesmanship	3
	305	Small Business Management	3
	314	Office Management	2

	320	Advertising.	3
Bus. Ed.	101	Beginning Typewriting.	2
	251	Business Communications	2
Economics	201	Economics Prin. and Problems	3
	202	Economics Prin. and Problems	3
	303	Money, Credit and Banking.	3

CLERICAL

(Associate in Science)

The Clerical program is offered for students interested in employment in an office not interested in taking dictation. Among the duties of a clerk are receiving callers, answering the telephone, handling mail, typing, filing and operating office machines. A one-year certificate is awarded at the completion of the first year for students who wish to terminate their studies at this time.

Types of employment:	Clerk-typists
Government agencies	Filing Clerks
Insurance companies	Bookkeepers
Industrial companies	Office Machine Operators
Banks	Receptionists
Types of jobs:	Mailroom Clerks

One-Year Clerical Program

64 sem. hrs.

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	201	Principles of Accounting	3
Business	202	Principles of Accounting	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management.	2
Bus. Ed.	211	Advanced Typewriting.	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	311	Office Machines.	2
Bus. Ed.	351	Executive Office Administrative Management.	3
Bus. Ed.	352	Directed Office Experience	2
EDP	101	Punched Card Data Processing	1
English	104	Written English	3
English	109	Technical Report Writing	3
Home Ec.	103	Principles of Clothing Selection.	2
Psychology	101	Introduction to Psychology I	3
Spch. Comm.	100	Intro. to Speech Communication.	3
		or.	
	107	Speech Improvement	2

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*Electives

*Bus. Ed. 101 may be utilized as an elective if no previous credit has been earned in this area.

Clerical — One Year Certificate in Applied Science

32 sem. hrs.

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	201	Principles of Accounting	3
Business	202	Principles of Accounting	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management.	2

Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	311	Office Machines	2
Bus. Ed.	351	Ex. Office Admin. Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	100	Intro. to EDP (Suggested Elective)	3
or			
Elective			1
English	104	Written English	3
English	109	Technical Report Writing	3

COMMERCIAL DESIGN GRAPHICS TECHNOLOGY

(Associate in Applied Arts)

This artist-craftsman two-year degree program will qualify individuals for employment in applied design for reproduction and development of graphics materials for commerce and industry. As a technical career-oriented degree, concentration is on the processes basic to the design professions, to apply them through reproduction and to provide the technician with a sense of aesthetic appreciation required for industrial design. Emphasis on design, photography, methods and presentation techniques, knowledge of tools, materials and their drawing application.

Places of employment:

Advertising agencies

Design studios

Exhibit and display businesses

Department stores

Industrial organizations

Photography studios

Printing plants

Types of jobs:

Graphics artists

Commercial illustrators

Commercial Design/Graphics

64 sem. hrs.

English	104	Written English	3
English	109	Technical Report Writing	3
Journalism	320	Advertising	3
Tech	99-100	Design	2
	98-100	Printing Process	3
	98-200	Comp. & Photo Mech. Prep.	3
	98-210	Image Transfer Mechanisms	3
	98-220	Estimating	3
	98-230	Layout and Design	3
	98-240	Graphic Arts Photography	3
	98-300	Continuous Tone Photography	2
	98-310	Adv. Continuous Tone Photography	3
	98-410	Printing Techniques	4
Art	140	Art Structure & Applied Design	3
	141	Art Structure & Applied Design	3
	142	Drawing	3
	155	Theory of Art	2
	241	Drawing from Life	3
	341	Graphics	3
	363	Painting in Watercolor	3
	280	Practicum	6

or

Tech	98-260	Practicum	6
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Commercial Design/Graphics

Minor B.A. and B.S. Degree

32 sem. hrs.

Tech	98-100	Printing Process	3
	98-200	Composition and Photo-Mechanical Preparation	3

98-210	Image Transfer Mechanisms	3
98-230	Layout and Design	3
98-240	Graphic Arts Photography	3
98-300	Continuous Tone Photography	2
Art 140	Art Structure & Applied Design	3
141	Art Structure & Applied Design	3
142	Drawing	3
241	Drawing from Life	3
363	Painting in Watercolor	3

ELECTRONIC DATA PROCESSING

(Associate in Science)

Job entry training for computer programmers, operators and various data handling titles requiring computer training is provided. The program places emphasis on keyboard skills in the programming of a typical commercial or scientific computer.

Types of employment:
Government Agencies
Insurance Companies
Banks
Wholesale Business
Public Utilities

Manufacturing
Types of jobs:
Computer programmer
Computer Operator
Keypunch Operator

Equipment

IBM PDP 11/40 Computer System on campus
Terminal access to IBM 360/75 and IBM 370/148 computer systems Unit Record equipment including 9 card punch machines

Two-Year EDP 64 sem. hrs.

Required Courses:

Business	201, 202	Principles of Accounting	6
	309	Principles of Management	3
EDP	100	Introduction to Electronic Data Processing	3
	103	FORTRAN Programming I	4
	104	Introduction to COBOL Programming	4
	201	Assembler Programming	4
	204	Advanced Programming	4
	205	PL-I and RPG	4
	220	Business Systems	3
	230	EDP Special Project	4
English	104, 108	Written English	6
Math	205	Fundamental Concepts of Math.	3
Electives			16

Electronic Data Processing

For B.A. and B.S. Degree 19 sem. hrs.

Open to Business Majors in Group A, B, C, and D)

EDP	100	Introduction to Electronic Data Processing	3
	103	FORTRAN Programming I	4
	104	Introduction to COBOL Programming	4
	204	Advanced Programming	4
Elect four hours from the following			
	105	Consulting	1
	201	Assembler Programming	4
	203	FORTRAN Programming II	4

205	PL-1 and RPG	4
220	Business Systems	3
230	EDP Special Project.	4

FOOD SERVICE MANAGEMENT
(Associate in Applied Science)

Preparation for supervisory or middle management positions in the fast-growing hospitality industry is provided by the two-year Food Service Management Degree.

Basic courses for the degree give knowledge of sanitation, equipment, purchasing, food merchandising and personnel management. Actual on-the-job laboratory experience are important parts of the 64-hour degree program.

The program allows some flexibility for men and women who have been or already employed in food service work to have appropriate credit waived. It will offer opportunities for advancement that may not exist for food service workers with more adequate training:

Places of employment:

- Hotels, motels
- Industrial food Management
- Restaurants
- Commercial food processing
- Airlines
- College-school food services
- Cafeterias
- Catering organizations

Clubs

- Fast food service operations
- Hospitals

Types of jobs:

- Restaurant managements
- Food directors
- Cooks
- Chef's assistants
- Food managers (chain operations)

Food Service Management

64 sem.

English	104, 108	Written English	6
Sociology	110	Introductory Sociology	3
Math	141	Business Math	3
Business	201	Accounting.	3
	308	Personnel Management	3
Phys. Ed.	100	Basic Physical Education	2
Psychology	101	Introduction to Psychology	3
Home Ec.	110	Nutrition	2
	201	Foods	3
	202	Advanced Foods.	2
	219	Introduction to Food Service	2
	220	Diet Therapy & Com. Nutrition	3
	221	Food Service Equipment	2
	222	Food Sanitation & Safety	3
	223	Quantity Foods	3
	224	Practicum I.	4
	225	Practicum II.	4
	226	Food Purchasing and Storage.	3
	227	Food & Beverage Merchandising.	3
	228	Org. & Adm. of Food Service	3
	229	Food Management Seminar	1
Elective			3

Food Service Management

Minor B.A. and B.S. Degree

25 sem.

Home Ec.	110	Nutrition	2
	201	Foods	3
	219	Intro. to Food Service	2
	221	Food Service Equipment	2
	222	Food Sanitation & Safety	3

223	Quantity Foods	3
224	Practicum I	4
228	Org. & Adm. of Food Service	3
201	Accounting	3

Bus.

INTERIOR DECORATION

(Associate in Applied Science)

This program is designed for the student who may wish to seek employment as an assistant to an interior decorator or designer; or be employed by retail stores as an assistant to consumers for furniture, draperies, carpeting, floor coverings, or as a decorator for all interior decorating. This may also be in the housewares areas for decoration of homemaking to make it more aesthetically pleasing and enjoyable. A student may desire to be self-employed. Opportunities in this area are increasing. Successful decorating studios operate in many areas and there exists a need for more in this region.

Interior Decoration			63 sem. hrs.
English	104	Written English	3
	108	Advanced Written English	3
Art	140	Art Structure & Applied Design I	3
	141	Art Structure & Applied Design II	3
	255	Art Appreciation	2
Home Economics	140	Intro. to Interior Design	3
	210	Textiles	3
	251	Applied Design	2
	275	Practicum	4
	320	Home Planning & Furnishing	3
	351	Home Arts	3
	371	Prob. in Interior Decoration	4
Business	141	Business Math	3
	205	Salesmanship	3
	300	Retailing	3
Psychology	101	Intro. to Psychology	3
Speech	100	Intro. to Speech Comm.	3
Tech	99-100	Design	2
	99-215	Architectural Drafting	4
	99-245	Architectural Design	2
	90-410	Guided Design Seminar	4

Interior Decoration

For B.A. and B.S. Degree		23 sem. hrs.
Home Economics	140	Intro. to Interior Design 3
	210	Textiles 3
	251	Applied Design 2
	275	Practicum 4
	320	Home Planning & Furnishing 3
	371	Prob. in Interior Design 4
	255	Art Appreciation 2
Design	99-100	Design 2

MUSIC MERCHANDISING

(Associate in Applied Science)

This degree is intended to provide the music industry with qualified retail personnel in the area of musical merchandising and enable qualified students to prepare themselves adequately for music merchandising careers. The employment needs and placement opportunities for competent musically trained personnel with a merchandising background are both regional and national.

In this program, the student will receive formal college courses and on-the-job training in approved business establishments. The student's work experience will be directly related to his formal college course work. Instruction at the college and on-the-job training will be correlated to provide the student with knowledge, skills, and attitudes to reach his career objective.

Required Courses		69 Sem.
Business	141	Business Math 3
	201	Principles of Accounting 3
	202	Principles of Accounting 3
	205	Salesmanship 3
	300	Retailing 3
	305	Small Business Management 3
	308	Personnel Management 3
	312	Retail Field Experience 4
	320	Advertising 3
Music	105	Piano Class I 1
	105	Piano Class II 1
	109	Theory, Comprehensive 4
	110	Theory, Comprehensive 4
	139	Voice Class I 1
	169 or 173 or 172 I 1
	169 or 173 or 172 II 1
	169 or 173 or 172 III 1
	169 or 173 or 172 IV 1
	107, 141, 177 to 204 Applied I 1
Music	107, 141, 177 to 204 Applied II 1
	107, 141, 177 to 204 Applied III 1
	107, 141, 177 to 204 Applied IV 1
	206	Music Appreciation for Majors 3
	211	String Class I 1
	213	Brass Class I 1
	215	Woodwind Class I 1
	217	Percussion Class I 1
	251	Instrumental Repair and Maint I 2
	252	Instrumental Repair and Maint II 2
English	104	Written English 3
	108	Advanced Written English 3
Speech Comm	101	Fundamentals of Speech Comm. 3
Electives	 2

RADIO/TELEVISION COMMUNICATION

(Associate in Applied Science)

Designed for students interested in developing skills related to job requirements for entry level positions in the basic production areas of radio and television.

The program runs for five semesters, one of which is a five week summer semester. Course work is aimed at studio production skills for both radio and television. Employment is placed on practical experience gained through regular involvement in on-campus and off-campus practicums.

Areas of employment:

- Commercial and Public Radio Stations
- Commercial and Public Television Stations
- Private and Governmental Communication Networks
- Cable Television Operations

Types of jobs:

- Radio to Television Production Technicians
- Educational Production Technicians
- Radio or Television Announcing (Assumes evidence of voice talent)
- Communication Dispatch Operators (Police, Rescue Squads, etc.)

Radio/Television 64 sem hrs.

Eng.	104	
	108	Written English 6
Spch. Comm.	171	Introduction to Broadcasting 2
	173	Radio/TV Production 4
	270	Radio Announcing 3
	107	Speech Improvement 3
Theatre	140	Play Production 2
	148	Theatre Workshop 1
Music	205	Music Appreciation 2
Spch. Comm.	271	Broadcast Practicum 2
	272	Broadcast Practicum 2
	273	Broadcast Practicum 2
	274	Broadcast Practicum 2
	277	Television Graphics 2
	278	Broadcast Studio Maintenance 2
	299	Field Study 6
		(Summer between second and third semester or following fourth semester)
	371	Advanced Radio/TV Production 4
	379	Independent Study in Broadcast Production 3-6
Journalism	240	Reporting I 3
	270	Communications in Society 2
	320	Advertising 3
	334	News Photography 2
		Elective of Choice 3
		One elective from following:
		Political Science 103 or
		Psychology 101 or Economics 200 or
		Sociology 110 3

Honors B.A. and B.S. Degree 20 sem. hrs.

Speech Comm	171	Introduction to Radio & Television 2
	173	Radio/TV Production 4
	270	Radio/TV Announcing 3
	271	Broadcast Practicum 2
	272	Broadcast Practicum 2
	276	Television Make-up 1
	277	Television Graphics 2
	371	Adv. Radio/TV Production 4

RETAIL MANAGEMENT

(Associate in Science)

Designed to prepare students for careers in middle management positions in large small retail firms as well as for independent store ownership. Retail Management combines on-campus courses with part-time positions at carefully selected area retail

establishments, consistent with individual employment goals.

During the two-year period a minimum of 240 hours of on-the-job training required, enabling students to put theory into practice while developing competence through practical experience. Course work emphasizes the functions of marketing, merchandising, operations and management within the retailing field. Students are provided academic, personal and occupational guidance and assistance in finding both full-time and part-time employment.

Places of employment:

Positions in large and small firms
Vacation resorts
Hotels
Motels

Wholesale establishments

Types of jobs:
Independent store ownership
Management training with retail firms
Sales — retail and wholesale

Retail Management Curriculum

64 sem. hrs.

Business	102	Introduction to Business	3
	141	Business Mathematics	3
	201, 202	Principles of Accounting	6
	300	Retailing	3
	308	Personnel Management	3
	304	Marketing	3
	305	Small Business Management	3
	306, 307	Business Law	6
	320	Advertising	3
	205	Salesmanship	3
	312	Retail Field Experience	4
English	104, 108	Written English	6
Economics	201, 202	Economic Principles and Problems	6
EDP	100	Introduction to Electronic Data Processing	3
Electives			9

Retailing

Minor B.A. and B.S. Degree

18 sem. hrs.

Business	205	Salesmanship	3
Business	300	Retailing	3
Business	304	Marketing	3
Business	305	Small Business Management	3
Business	308	Personnel Management	3
Business	320	Advertising	3

SECRETARIAL

(Associate in Science)

Two-year Secretarial programs provide entry-level training for students desiring secretarial or stenographic employment by preparing them to meet demands of complex office procedures.

Necessary basic skills, understanding and appreciation of business operations, decision-making, and personality development are studied in this associate degree program that offers four options from which students may choose to enroll:

- *Executive Secretarial
- *General Secretarial
- *Legal Secretarial
- *Medical Secretarial

While the general secretary's primary job is taking dictation and transcribing for one or more persons, often in a stenographic pool, the secretary may also have other duties: typing records and filing; answering the phone and receiving callers; opening, reading, and routing mail; operating simple office machines; and composing routine letter. As the secretary improves basic skills, acquires experience and becomes thoroughly familiar

the boss' policies as well as the business, he/she relieves the employer of routine tasks and details, planning business trips, arranging appointments and meetings, keeping the calendar, running personal errands, handling personal mail, and even composing some of the correspondence, which requires a thorough knowledge of grammar, punctuation and spelling.

To qualify as an executive secretary, one may be more an assistant to the boss than a secretary. Functioning in an extra-creative job, the secretary performs assignments on her own initiative, often directing work of others such as a staff of clerk-typists and stenographers. Thus, the Executive Secretarial program, in addition to basic office skills, requires training in management. The secretary must be able to relieve the boss of some duties, be the representative in dealing with business matters and have responsibility in planning, decision making and administration.

Legal and Medical Secretarial programs emphasize specialities of the legal and medical professions to enable graduates to function effectively in their respective offices. Those enrolling in the Medical Secretarial program learn to type medical information, acquire a knowledge of medical information, medical terminology, medical shorthand, typing, and medical secretarial practices, which include keeping records, making appointments, billing, collecting fees and being the practitioners' public relations agent. Practical experience is 140 hours.

The Legal Secretarial program emphasizes preparation of briefs, wills, petitions, corporate minutes and similar documents. A minimum of 140 hours in area law offices is required.

Common to all four options are on-campus courses involving basic stenographic and on-the-job training in off-campus offices representative of each of the four secretarial programs.

Types of employment:	Types of jobs:
Business, legal and medical offices	Stenographers
Government agencies	Secretaries
Insurance firms	Executive Secretaries
Banks	Clerical positions
Legal departments	

1-Year Executive Secretarial 64 sem. hrs.

Required Courses	
Business 102	Introduction to Business 3
Business 141	Business Mathematics 3
Business 306	Business Law 3
Business 314	Office Management 2
Bus. Ed. 102	Intermediate Typewriting 2
Bus. Ed. 103	Records Management 2
Bus. Ed. 202	Intermediate Shorthand 4
Bus. Ed. 204	Secretarial Accounting 3
Bus. Ed. 211	Advanced Typewriting 2
Bus. Ed. 212	Executive Typewriting 2
Bus. Ed. 251	Business Communications 2
Bus. Ed. 301	Advanced Shorthand and Transcription 4
Bus. Ed. 302	Advanced Shorthand and Transcription 4
Bus. Ed. 311	Office Machines 2
Bus. Ed. 314	Executive Dictation and Transcription 2
Bus. Ed. 351	Executive Office Administrative Management . . . 3
Bus. Ed. 352	Directed Office Experience 2
EDP 100	Introduction to Electronic Data Processing 3
EDP 101	Punched Card Data Processing 1
English 104	Written English 3
English 109	Technical Report Writing 3
Psychology 101	Introduction to Psychology I 3
Speech Comm 100	Intro. to Speech Communication 3
Electives	3

Ed. 101 may be utilized as an elective if no previous credit has been earned in this area.

Two-Year General Secretarial

64 sem

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	302	Advanced Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	314	Executive Dictation and Transcription	2
Bus. Ed.	351	Executive Office Administrative Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	101	Punched Card Data Processing	1
English	104	Written English	3
English	109	Technical Report Writing	3
Home Ec.	103	Principles of Clothing Selectin.	2
Psychology	101	Introduction to Psychology I	3
Spch. Comm.	100	Intro. to Speech Communication	3
		or	
Spch. Comm.	107	Speech Improvement	2
*Electives			11/12

*Bus. Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

Two-Year Legal Secretarial

64 sem

Required Courses:

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Business	306	Business Law	3
Business	307	Business Law	3
Business	314	Office Management	2
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	202	Intermediate Shorthand	4
Bus. Ed.	204	Secretarial Accounting	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	213	Legal Typewriting	2
Bus. Ed.	251	Business Communications	2
Bus. Ed.	301	Advanced Shorthand and Transcription	4
Bus. Ed.	307	Advanced Legal Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	315	Legal Dictation and Transcription	2
Bus. Ed.	353	Legal Office Administrative Management	3
Bus. Ed.	354	Legal Office Experience	2
EDP	100	Introduction to Electronic Data Processing	3
English	104	Written English	3
English	109	Technical Report Writing	3
Spch. Comm.	100	Intro. to Speech Communication	3
*Electives			4

*Bus Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these areas.

Two-Year Medical Secretarial

64 sem

Required Courses:

Biology	170	Anatomy and Physiology	3
Business	141	Business Mathematics	3
Business	314	Office Management	2
All. Health	100	Medical Terminology	3
Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2

Bus. Ed.	202	Intermediate Shorthand.	4
Bus. Ed.	204	Secretarial Accounting.	3
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	214	Medical Typewriting	2
Bus. Ed.	251	Business Communications.	2
Bus. Ed.	301	Advanced Shorthand and Transcription.	4
Bus. Ed.	304	Advanced Medical Shorthand and Transcription	4
Bus. Ed.	311	Office Machines	2
Bus. Ed.	316	Medical Dictation and Transcription	2
Bus. Ed.	355	Medical Office Administrative Management	4
Bus. Ed.	356	Medical Office Experience.	2
English	104	Written English	3
English	109	Technical Report Writing	3
Psychology	101	Introduction to Psychology I	3
Spch. Comm.	100	Intro. to Speech Communication	3
Electives			6

Ed. 101 and 201 may be utilized as electives if no previous credit has been earned in these

Year Certificate — Secretarial in Applied Science 32 sem. hrs.

Required Courses:

Bus. Ed.	102	Intermediate Typewriting	2
Bus. Ed.	103	Records Management	2
Bus. Ed.	201	Beginning Shorthand.	4
Bus. Ed.	202	Intermediate Shorthand.	4
Bus. Ed.	211	Advanced Typewriting	2
Bus. Ed.	251	Business Communications.	2
Bus. Ed.	311	Office Machines	2
Bus. Ed.	351	Executive Office Administrative Management	3
Bus. Ed.	352	Directed Office Experience	2
EDP	100	Introduction to Electronic Data Processing	3
English	104	Written English	3
English	109	Technical Report Writing	3

Clerical

For B.A. and B.S. Degree 18 sem. hrs.

(Not open to majors in Group D Business Administration.)

Business	102	Introduction to Business	3
Business	141	Business Mathematics	3
Bus. Educ.	102	Intermediate Typewriting	2
Bus. Educ.	103	Records Management	2
Bus. Educ.	251	Business Communications.	2
Bus. Educ.	211	Advanced Typewriting	2
Bus. Educ.	311	Office Machines	2
Bus. Educ.	351*	Executive Office Administrative Management	3
Bus. Educ.	352*	Directed Office Experience	2

*Specialized courses in office administrative management and office experience may be substituted.

ENGINEERING TECHNOLOGY

(Associate in Science)

This two-year program prepares students for positions in industry in the occupational areas between the craftsman and the engineer, such as supervisors and technological and engineering assistants. The program is excellent preparation for students who intend to work toward their baccalaureate degree.

As well as offering a concentration of courses in the technical fields, the curriculum

includes general education courses with emphasis on acquiring skills necessary for entry. Areas of concentration include: civil technology, drafting/design technology, electronics technology, industrial technology, power technology, printing technology, engineering technology, mechanical technology, architectural technology, and safety engineering technology.

Places of Employment:

Public utility companies
State and municipal public works
Highway departments
Construction companies
Manufacturing companies
Printing companies
Mines

Types of Jobs

Civil
Building Trades
Residential Construction
Electronics
Lab testing
Operating and maintenance
of electrical machinery in
Architecture
Draftsman
Estimator
Mining
Industry

Home entertainment service
Survey Crew

Industrial

Operation of machinery
Machine maintenance
Production

Printing

Layout and design
Photo mechanical work
Press work
Shop supervision

Drafting/Design

Machine design
Electrical drafting
Construction drawing

Power

Auto service technicians
Shop supervisors

Safety

Inspector
Compliance Officer

Mining

Machine maintenance
Mine safety

Two-Year Technology (General Education — 24 hours)

67 se

General Education

English

104	Written English	3
108	Advanced Written English	3
109	Technical Report Writing	3

Math

101	Applied Technical Math I	3
102	Applied Technical Math II	3

Physical Science

100	Science Methodology	2
102	Chemistry	2
104	Physics	2

Social Science

ECON 200	Introduction to Economics	3
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Technology

EDP 100	Introduction	3
97-200	SAF I Safety Supervision (mining only)	3
97-201	SAF II Occupational Safety (all others)	3
97-250	IND VII Personnel Problems and Labor Relations	3

Technology Core

90-100	TEC I Technology and Society	2
91-100	MAT I Materials	2

2-100	ELE I	Electronics.	2
3-100	IND I	Processes.	2
4-100	MEC I	Mechanics.	2
5-100	MIN I	Energy.	2
9-100	DRF I	Design.	2

Concentrations

Architectural Technology

9-200	ARC I	Graphics	3
9-210	ARC II	Design I.	4
9-220	ARC III	Construction I.	4
9-230	ARC IV	Architectural History	3
9-240	ARC V	Structures	3
9-250	ARC VI	Design II.	3
	ART 140	Art Structure and Applied Design	3
		(Note: Art 140 is to be taken as a General Education course in lieu of Economics 200 in this concentration.)	

20

Electronics Technology

2-200	ELE II	Electronic Shop Practices.	3
2-210	ELE III	Circuit Analysis	2
2-220	ELE IV	Linear Electronics	3
2-230	ELE V	Digital Electronics	3
2-240	ELE VI	Industrial Electronics.	3
2-250	ELE VII	AC-DC Machinery and Controls	3
2-260	ELE VIII	Communications Systems	3

20

Industrial Technology

3-200	IND II	Welding.	4
3-210	IND III	Machine Shop	3
3-220	IND IV	Metallurgy.	2
3-230	IND V	Advanced Welding	3
3-240	IND VI	Manufacturing Processes	4
9-255	DRF VII	Tool Design.	4

20

Mechanical Technology

4-200	MEC II	Engineering Mechanics	4
9-235	DRF V	Technical Drafting.	3
4-210	MEC III	Thermodynamics.	3
4-220	MEC IV	Fluid Power.	3
4-230	MEC V	Heating, Air Conditioning & Ventilation.	3
4-240	MEC VI	Machine Design I	4

20

Mining Technology

6-200	CIV I	Surveying I	3
4-200	MEC II	Engineering Mechanics	4
6-200	MIN II	Coal and Mining Methods	2
6-210	MIN III	Coal Analysis and Preparation	2
6-250	ELE VII	AC-DC Machinery and Controls	3
6-220	MIN IV	Mine Mapping and Ventilation	3
6-230	MIN V	Mining Equipment and Maintenance	3

20

Civil Technology

96-200	CIV I	Surveying I	3
96-210	CIV II	Light Construction	4
94-200	MEC II	Engineering Mechanics	4
96-220	CIV III	Heavy Construction	4
96-230	CIV IV	Construction Planning	2
96-240	CIV V	Surveying II	3

20

Safety Technology

Health	101	First Aid	2
97-200	SAF I	Safety Supervision	3
97-210	SAF III	Motor Fleet Safety	3
97-220	SAF IV	Environmental Hazard Control	3
FIR. SC.	291	Fire Prevention and Inspection	3
97-230	SAF V	Introduction to Industrial Hygiene	3
97-240	SAF VI	Safety Engineering Design	3

20

Power Technology

94-105	PWR I	Engine Theory	4
94-115	PWR II	Power Transfer Theory	4
94-225	PWR V	Electrical Systems & Air Conditioning	4
94-215	PWR IV	Hydraulic and Suspension Systems	4
94-205	PWR III	Carburetion and Ignition Theory	4

20

Power Technology (NADA Apprenticeship Program)

90-400	TEC X	Work Experience Seminar	4
90-401	TEC XI	Work Experience Lab	8
94-105	PWR I	Engine Theory	3
94-115	PWR II	Power Transfer Theory	3
94-125	PWR VI	Integrated Automotive Systems	2
94-205	PWR III	Carburetion and Ignition Theory	3
94-215	PWR IV	Hydraulic and Suspension Systems	3
94-225	PWR V	Electrical Systems and Air Conditioning	3
Bus.	103	Automotive Parts Dept. Mgt.	3
	104	Automotive Service Dept. Mgt.	3
	141	Business Mathematics	4

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Printing Technology

98-100	PRT I	Printing Processes	3
98-200	PRT II	Composition and Photo. Mech. Preparation	3
98-210	PRT III	Image Transfer Mechanisms	3
98-220	PRT IV	Estimating	3
98-230	PRT V	Layout and Design	3
98-240	PRT VI	Graphic Arts Photography	3
98-250	PRT VII	Printing Practicum	2

20

Drafting/Design Technology

99-205	DRF II	Technical Illustration	3
99-215	DRF III	Architectural Drafting	4
99-225	DRF IV	Descriptive Geometry	2
99-235	DRF V	Technical Drafting	3
99-245	DRF VI	Architectural Design	2
99-255	DRF VII	Tool Design	4
99-265	DRF VIII	Blueprint Reading	2



PUBLIC SERVICE TECHNOLOGY

CHILD CARE

(Associate in Applied Science)

Child development is the study of the life and development of children. The year Associate in Applied Science Degree provides practical experience in working children in community agencies as well as college classroom study. Work in the community agencies will keep the student aware of employment possibilities and requirements in these various operations, as well as helping him/her apply the learnings.

The program is designed to prepare middle-professional persons to work in day centers, Head Start, nursery schools and as aides in public schools. They may also be employed in home based programs for children, in foster day care homes, or in various services for children sponsored by industry or government. The program will also prepare the student for the vocation of parenting.

It may be used as part of the 2 + 2 degree plan which allows the graduate to complete a bachelor's degree by taking an additional two years of college work. The degree may be a Bachelor of Science with a minor in Child Development, or a Bachelor of Arts in Vocational Home Economics Education with an emphasis in occupational child development.

Child Care		65 sem.
English	104	Written English3
	109	Tech. Report Writing3
	207	Children's Literature3
Allied Hlth.	103	Nursing Procedures for Pedology & Gerontology3
Biology	170	Anatomy and Physiology4
Economics	200	Economics3
Education	220	Areas of Exceptionality in Special Education3
Psych.	101	Intro. to Psychology3
Spch. Comm.	459	Speech Correction3
Home Ec.	110	Elementary Nutrition2
	130	The Child and Community3
	131	Programs for Early Childhood3
	132	The Child and Community Prac.3
	200	Practicum: Child Development3
	201	Principles of Food Prep.3
	230	Theory & Practice in Work with Young Children3
	232	Practicum with Young Children.3
	310	Family Life.3
	328	Cognitive Affective Dev.3
	330	Child Care & Development3
	331	Adolescent Development2
	332	Child Dev. Problems3

CHILD CARE

Minor B.A. and B.S. Degree		25 sem.
Home Ec.	130	The Child & Community3
	131	Programs for Early Childhood3

132	The Child and Community Prac.	3
230	Theory and Practice in Work with Young Children	3
232	Practicum with Young Children.	3
330	Child Care & Development	3
332	Child Development Problems	3
Elective Hours to be selected from the following		
A.H. 103	Nursing Procedures Ped. & Ger.	3
Education 220	Areas of Except. in Spec. Ed.	3
300	The Reading Process	3
424	Educational Tech.	3
English 207	Children's Literature	3
Psych. 330	Developmental	3
Home Ec. 110	Elementary Nutrition	2
310	Family Life.	3
331	Adolescent Development	2

CRIMINAL JUSTICE

(Associate in Applied Science)

Designed to prepare individuals for effective law enforcement careers, the Law Enforcement program at Fairmont Community College provides the student with a broad orientation to the entire system of criminal justice. In order to provide for persons of various backgrounds, career aspirations, etc., the program allows the student (with prior assistance and approval) some flexibility in structuring the curriculum to meet their individual interests and needs.

Types of employment:

 federal, county, & state
 governments
 industrial commercial
 security agencies
 social service agencies

Types of jobs:

 police officers
 correctional officers
 technical and related
 careers in criminal justice
 security/loss prevention
 coordinators
 private investigators
 investigators for various
 governmental and social
 service agencies
 enforcement officials for
 various governmental regulatory
 agencies

Criminal Justice		67 sem. hrs.
English 104	Written English	3
109	Technical Rept. Writing.	3
Psych. Comm. 101	Fund. of Speech Comm.	3
Pol. Sc. 103	American Nat. Govern.	3
Psych. 101	Intro. to Psychology	3
250	Community Psychology.	3
Sociology 110	Intro. to Sociology.	3
200	Social Problems.	3
M.S. 101	Techniques of E.M.S.	4

Criminal Justice Required Courses		22 sem. hrs.
J. 100	Intro. to Law Enforce.	3
101	Police Operations	3
102	Prin. of Criminal Law.	3
209	Firearms	1
211	Field Service Internship.	3

212	Abnormal Behavior & Crisis Intervention3
236	Criminal Investigation3
240	Adjudication Process3

Criminal Justice Elective Courses**12 sem**

(Adviser approval required)

C.J.	199	Special Topics in	1-12
	200	Criminalistics3
	201	Traffic Law Enforcement3
	202	Police Community Relations3
	204	Public and Police Admin.4
	205	Natural Resource Law3
	206	Intro. to Corrections3
	215	Business & Indust. Security3
	246	Criminal Evidence & Proc.3
	255	Analysis of Correctional Operations3

General Electives**5 sem****Criminal Justice****Minor B.A. and B.S. Degree****28 sem**

C.J.	100	Introduction to Law Enforcement3
	101	Police Operations3
	206	Introduction to Corrections3
	240	Adjudication Process3
EMS	101	Techniques of Emergency Med. Serv.4
Approved C.J. Electives			12

FIRE PROTECTION AND SAFETY TECHNOLOGY

(Associate in Applied Science)

With emphasis on developing experience, knowledge and understanding in the areas of fire safety, causes and suppression. Fire Protection and Safety Technology provides students with career competencies to accept positions as full-time and volunteer firemen, members of individual safety teams or employees of insurance companies, government agencies and inspection service.

Individuals presently employed by fire service organizations or serving with volunteer fire companies, who want to further their education, and those interested in fire protection and safety are eligible to enroll in this program, which also offers to both full-time and voluntary firemen more opportunities for professional development.

Places of employment:

Government agencies
Community agencies
Inspection services
Industrial safety teams

Types of jobs:

Full-time firemen
Volunteer firemen
Members of industrial safety teams
Employees of fire insurance companies

Fire Protection and Safety**67 sem****General Education****English**

104	Written English3
108	Advanced Written English3
109	Technical Report Writing3

Math

101	Applied Technical Math I3
102	Applied Technical Math II3

Physical Science

100	Science Methodology	2
102	Chemistry	2
104	Physics	2

Social Science

ECON 200	Introduction to Economics	3
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Technology

EDP 100	Introduction	3
97-200	SAF I Safety Supevision (mining only)	3
97-201	SAFE II Occupational Safety (all others)	3
93-250	IND VII Personnel Problems and Labor Relations	3

Technology Core

90-100	TEC I	Technology and Society	2
91-100	MAT I	Materials	2
92-100	ELE I	Electronics	2
93-100	IND I	Processes	2
94-100	MEC I	Mechanics	2
95-100	MIN I	Energy	2
99-100	DRF I	Design	2

Concentration

97-205	FS I	Fire Protection Org.	2
97-215	FS II	Fire Suppression	3
97-225	FS III	Hydraulics & Water Sup.	3
97-235	FS IV	Fire Preven. & Inspec.	3
97-245	FS V	Detection & Suppres. Sys.	3
97-255	FS VI	Fire Tactics	3
97-220	SAF IV	Environmental Haz. Cont.	3

Fire Science**For B.A. and B.S. Degree****22 sem. hrs.**

97-201	Occupational Safety	3
91-100	Materials	2
97-205	Fire Protection Organization	2
97-215	Fire Suppression	3
97-225	Hydraulics & Water Supply	3
97-235	Fire Prevention & Inspection	3
97-245	Detection and Suppression Sys.	3
97-255	Fire Tactics	3

LEGAL ASSISTANT**(Associate In Applied Science)**

This program is designed to provide the student with the training needed to assist others with many aspects of legal work and to function as members of law offices on a level above the general office staff. The program is designed to develop skills in legal writing, research and analysis as well as an understanding of the basic concepts of law and the machinery involved in legal transactions. The program will emphasize those aspects of law in which legal assistants are most often involved and will train legal assistants to recognize materials essential to lawyers in making professional decisions, the preparation of documents necessary for the complete handling of client's affairs and in the preparation of tax returns.

Candidates for the Associate of Applied Science degree must complete a minimum of 60 semester hours with not less than 18 hours devoted to legal specialty courses and the remainder devoted to general education and law related courses.

Legal Assistant**Required Courses:**

Leg. Assist. 100

Intro. to Paralegal studies 3 65 sem

Legal Specialty Courses:

Leg. Assist. 200

Legal Research. 3 15 sem

Leg. Assist. 201

Real Estate Law 3

Leg. Assist. 202

Estates & Trusts. 3

Leg. Assist. 203

Principles of Criminal Law 3

Leg. Assist. 204

Family Law 3

Leg. Assist. 205

Litigation 3

Business 306

Business Law 3

Business 307

Business Law 3

General Studies (Required)

38 sem

English 104

Written English 3

English 108

Written English 3

Business 141

Business Mathematics 3

Business 201

Principles of Accounting 3

Business 202

Principles of Accounting 3

Business 406

Federal Income Tax Accounting:

Individual 3

Business 407

Federal Income Tax Accounting:

Partnerships and Corporations 3

Business Ed. 213

Legal Typewriting 2

Business Ed. 353

Legal Office Administrative Management 3

Political Sci. 103

American Government 3

Psychology 101

Introduction to Psychology 3

Sociology 110

Introductory Sociology 3

Economics 200

Economics 3

Electives

9 sem

Political Sci. 204

Intro. to Public Administration 3

Political Sci. 304

American Constitutional Government

and Law 3

Political Sci. 404

Civil Liberties in the U.S. 3

Economics 307

Personal Finance 3

Any additional legal special course 3

Speech 101

Fundamentals of Speech 3

Leg. Assist. 450

Practicum (in lieu of electives,

consent of instructor) 9

Legal Assistant**Minor B.A. and B.S. Degree**

18 sem

Legal Assistant 100 Intro. to Paralegal Studies 3

Electives in Legal Assistant Courses 15

PSYCHOLOGICAL SERVICE TECHNICIAN

(Associate in Applied Science)

Developed to meet demands for workers in mental health and applied psychology and human services, the Psychological Service Technician program provides opportunities for individuals interested in psychology careers. Also allowing continuation toward a B.S. degree without loss of time or credits, it assures professional advancement.

The last of five academic semesters includes a summer of supervised cooperative work experience in an approved agency.

Students will perform therapeutic-preventive roles and be involved in recognition and assessment of problem behaviors through interviews, observation, testing and program implementation under supervision.

types of jobs:
 Community action workers
 Caseworker aides
 Psychiatric aides
 Public health aides
 Mental health aides
 Employment service interviews
 Social security officers
 Claims
 Interviews

Places of employment:
 Public institutions
 Private institutions
 Corrections organizations
 Schools
 Drug abuse center programs
 Business and industries
 Mental health centers
 Hospitals

Psychological Service Technician 64 sem. hrs.

English	104	Written English	3
	108	Advanced Written English	3
		or	
	109	Technical Report Writing	3
Spch. Comm.	101	Fundamentals of Speech Communication	3
	240	Group discussion	3
Sociology	110	Introduction to Sociology	3
Psychology	101	Introduction to Psychology	3
	102	Introduction to Psychology	3
	210	Personal Adjustment	3
	250	Community Psychology	3
		or	
	260	Industrial and Personnel-Psychology	3
	230	Social Psychology	3
Psychology	494	Interpersonal Dynamics	3
		*Practicum I	3
		*Practicum II	3
		Psychology Electives	12
		Electives	9
Psychology	480	Directed Research	4

This is full-time employment for which pay and academic credit is given, if possible).

If the Industrial-Personnel emphasis is chosen, then Methods I and II must be taken as psychology-electives along with Practicums I and II (487 and 489) during the third and fourth semester. If Community service is chosen, then Clinical Practicums I and II are taken.

The program is relatively open in that many electives exist. The "open electives" may be used to fulfill basic requirements towards a B.S. degree or in pursuing personal interests. The "psychology electives" must be chosen in consultation with the student's advisor and may be from the psychology curriculum or other disciplines. This flexibility will allow for an optimum "student-training - job market" fit. It is in the Practicums and Seminar, where the student education experiences and "real world" demands meet, that an orientation occurs under the direction of a faculty member and agency supervisor.

Psychological Service Technician

For B.A. and B.S. Degree 18 sem. hrs.

Required Courses			
101	Introduction to Psychology I	3	
102	Introduction to Psychology II	3	
Any two courses from the 200 Level		6	
Any two courses from the 300 or 400 Levels		6	

PUBLIC AFFAIRS

(Associate of Arts)

This two-year program is developed for individuals presently employed in public administrative positions who may desire to enhance their professionalism; for those

individuals wishing to prepare themselves for public service in a relatively brief period of time; and of those individuals keenly interested in expanding their understanding of complexities of modern government administration.

Required Courses

66 sem. h.

Pol. Sci.	103	American Government	3
	200	Introduction to Political Science	3
	204	Introduction to Public Admin.	3
	205	State and Local Government	3
	206	Public Planning in Appalachia	3
	207	Public Budgeting and Gov. Finance	3
	209	Special Topics	3
	301	Comparative Public Administration	3
	308	Public Personnel Administration	3
English	104	Written English	3
	108	Advanced Written English	3
EDP	100	Electronic Data Processing	3
Soc. Sci.	150	Appalachian Studies	3
Economics	200	Economics	3
Business	141	Business Math	3
Sociology	110	Introductory Sociology	3
Psych.	101	Introduction to Psychology	3
Geography	399	Maps and Diagrams	3
History	219	Recent America	3
Electives — Selected from the following:			
History	108	U.S. History II	3
	343	Urban History	3
Pol. Sci.	240	Nonparametric Statistics	3
	303	Political Parties	3
	304	American Constitutional Government	3
	350	International Organizations	3
Spch. Comm.	101	Fundamentals of Speech Communication	3
		or	
Pol. Sci.	450	Practicum (To be taken in lieu 3-12	
		of Pol. Sci. 209 and up to 9	
		hours of electives)	
Geog.	315	Urban Geography	3

SOCIAL SERVICE TECHNOLOGY

(Associate in Applied Science)

The two-year program in Social Service Technology is designed to train paraprofessional social workers to meet the growing manpower needs of the social service system.

Curriculum content has its major emphasis in the theory and practice of human service systems. Background knowledge in the social sciences and elective time to be used to develop expertise in a specific area or field of service delivery is included.

A practicum is required during two semesters where the student will be placed in a local public or private agency for an educationally directed experience of service delivery.

Social Service (Social Work) Technology

64 sem. h.

English	104	Written English	3
	109	Technical Report Writing	3
Health	100	Personal Health	2
Spch. Comm.	101	Fundamentals of Speech Communication	3
Psychology	101	Introduction to Psychology	3
Pol. Sci.	103	American Government	3
History	108	U.S. History II	3
Business	141	Business Mathematics	3

Sociology	110	Introduction to Sociology	3
	200	Social Problems	3
Social Work	210	Introduction to Social Work	3
Soc. Ser.			
Tech.	100	Social Service Technology I	4
	101	Social Service Technology II	4
	200	Social Service Technology III	4
	201	Practicum	1-12
*Electives			8

Electives courses should be selected with advisor consultation to meet the career objectives of the student.

Honors B.A. and B.S. Degree		Social Service Technology		21 sem. hrs.
Sociology	200	Social Problems		3
Soc. Ser.				
Tech.	100	Social Service Tech I		4
	101	Social Service Tech II		4
	200	Social Service Tech III		4
	201	Practicum		6



Courses of Instruction

Allied Health

(Division of Allied Health)

100. Medical Terminology

three hours

Designed to enable the student to recognize medical words from the Greek and Latin parts, to spell and pronounce medical words correctly and to use a medical dictionary intelligently.

101. Introduction to Health Care

one hour

The health field: history, organization, current legislation. Health professions: roles and relationships, communication, group interaction. Factors of comprehensive health care, hospitals, extended care facilities. (Open to all FSC students as a free elective in degree and certificate programs.)

102. Pathophysiology of Disease

three hours

Study of the disease process, terminology and association with the body structure.

103. Nursing Procedures for Pedology and Gerontology

three hours

Nursing and therapy procedures for home or center care of children and the elderly. Particular emphasis is placed on skills needed by day care aides, home health aides, nursing aides and parents.

104. Medical Record Science I

three hours

Orientation to the functions and duties of a Medical Record Technician, National Organization as well as job opportunities and educational/accreditation requirements. Orientation to the Medical Record Study of the basic medical record, analysis, assembly and filing. Record forms as well as storage retrieval.

105. Medical Record Science II

five hours

Interdepartmental relations, standards of accreditation, responsibility of hospital administration medical staff, numbering and filing systems. Four hours lecture and contact hours laboratory. PR: 104.

199. Special Topics in Allied Health

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

301. Health Care Organizations

three hours

Organization, current legislation, roles and relationships of the health care professionals are discussed in detail. Emphasis is placed upon roles of hospital management. Factors of comprehensive health care, hospitals, and extended care facilities. Responsibility of health care agency regarding competent and responsible care of patients is defined. Organization patterns in health care agencies, as well as contributions of health professionals and paraprofessionals in meeting human needs will be emphasized. PR: 101.

302. Management Problems of the Health Care Delivery System

three hours

Fiscal, legal, supervisory having specific problems to health care facilities is discussed. Emphasis will be placed upon medical records and utilization review, as well as the strengths and limitations of the hospital in the health care system. Inadequate access of health care delivered to all Americans is discussed, with emphasis on the problems of poverty and the elderly regarding health delivery. PR: 101, 104, 105, 301.

401. Allied Health Practicum and Seminar

three-seven hours

Practical situations in relevant managerial programs will be available in various health care agencies such as nursing homes, hospitals, public health departments, mental health departments, and outpatient clinics will occur. The practicum will be adapted to

dent's individual needs and career goal. Seminars will be held to present oral and written report of projects assigned by program coordinators and supervising agency. This experience will be supplemented with relevant planned field trips, guest lectures, and orientation lectures designed to enhance the activities of previous classroom instruction. Eight contact hours each week. PR: 101, 104, 105, 301.

Art

(Division of Fine Arts)

0. **Art Structure and Applied Design** **three hours**
Introductory course in the principles of design applicable to various media and techniques used in studio problems.
1. **Art Structure and Applied Design** **three hours**
Further study of the principles of design, techniques and media with emphasis on the individual's creative development.
2. **Drawing** **three hours**
The development of technical skills in the use of various media for a fundamental knowledge stressing observation, memory training, and composition.
3. **Theory of Art** **two hours**
Aesthetics and its application to studio work, as well as the philosophy, psychology, components, sociology, history of art, and art criticism.
4. **Special Topics in Art** **one-twelve hours**
Studies in special selected topics. The topics to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free credits in degree and certificate programs.
5. **Drawing from Life** **three hours**
Drawing from the posed model accompanied by analytical studies of anatomy. PR: 101, 104, 105, 301.
6. **Art Appreciation** **two hours**
Considers the social and historical backgrounds and modern developments in various fields.
7. **Painting** **two-three hours**
Introductory course in painting, exploring various painting media and techniques. PR: 101, 141, 142 or instructor's consent.
8. **Painting** **two-three hours**
Continuation of 261 emphasizing individual creative developments. PR: 261 or consent of instructor.
9. **Ancient and Medieval Art** **three hours**
History of Art from Prehistoric times to 1400 A.D. An analysis of the various artistic expressions resulting from the philosophic, religious and sociological conditions.
10. **Practicum** **six hours**
Supervised on-the-job learning work experience with a cooperating business or industry. Employed in Commercial Design Graphics Program.
11. **Modeling and Sculpture** **two-three hours**
Introductory course using clay modeling, plaster, and metal sculpture.
12. **Modeling and Sculpture** **two-three hours**
Advanced work in various sculptural media: metal casting, carving, constructions, etc. PR: 283 or consent of the instructor.
13. **Graphics** **two-three hours**
Introduction to various techniques in printmaking as an artistic expression. PR: 142 or consent of instructor.

353. Elementary Art Education I

two ho

Experiences and theory designed to prepare students to teach art on the kindergarten primary level. Directed experiences in two and three dimensional media such as drawing, painting, poster, sculpture, and design using various media.

354. Elementary Art Education II

two ho

The theories, philosophy, and methods of teaching art in elementary school. Experiences supplemented — with references to the needs of students in teaching grades 5

355. Problems in Teaching Art I

two ho

The student will define what an art problem is, define the teachable aspects of , examine what motivation is in art and in connection with particular art problems, produce some art objects utilizing media and materials generally obtainable in around most elementary schools.

356. Problems in Teaching Art II

two ho

The student will define what an art problem on the secondary level is, examine h skill and success are related in studio art, utilize art historical example, examine how t and society are related, define what is teachable in art, and select specific art problem in conjunction with the particular age level and interests of secondary students.

361. Painting in Oil

two-three ho

Development of individual expression in painting. PR: 262 or consent of instructo

362. Painting in Oil

two-three ho

Continuation of 361. PR: 361 or instructor's consent.

363. Painting in Watercolor

two-three ho

Introductory course in the fundamentals and techniques of watercolor. PR: 140, 1, 142 or instructor's consent.

364. Painting in Watercolor

two-three ho

Continuation of 363 emphasizing individual creative development. PR: 363 or c sent of instructor.

377. Italian and Northern Renaissance Art

three ho

History of painting, sculpture, architecture, and the minor arts in Italy, the Netherlands, Germany, Spain, France, and England from circa 1400 A.D. to the 19th centu. PR: Art 255.

378. Nineteenth Century and Contemporary Art

three ho

History of art from the 19th century to the present with an analysis of art movemen. PR: Art 255.

383. Ceramics

two-three ho

Introduction to basic ceramic techniques: hand construction, potters wheel, glaz and kiln firing.

384. Ceramics

two-three ho

Advanced work in ceramic sculpture, wheel thrown ceramics, glaze theory, kiln fir and kiln construction. PR: 383 or instructor's consent.

431. Methods and Materials in Teaching Art

two ho

Planning and application of problems for junior and senior high schools. Coordina with the Education Department and the public schools Designed for students who practice teaching or for teachers in service. Taken during the Initial Performance Pra cum.

462. Advanced Painting in Oil

two-three ho

PR: Art 362 or consent.

462. Advanced Painting in Oil

two-three ho

PR: Art 461 or consent.

463. Studio in Painting

two-three ho

The student is permitted to select the medium and then experimentally exploit all technical and creative possibilities that it permits. PR: Art 362.

4. **Studio in Ceramics** **two-three hours**
The student is permitted to select the medium and then experimentally exploit all the technical and creative possibilities that it permits. PR: Art 384.
5. **Studio in Sculpture** **two-three hours**
The student is permitted to select the medium and then experimentally exploit all the technical and creative possibilities that it permits.
7. **Area Studies** **one-four hours**
8. **Area Studies** **one-four hours**
9. **Area Studies** **one-four hours**
A group of three courses intended to allow the student intensive or continued study in particular area. These are elective courses and the consent of the instructor is required. A six-hour limit is imposed for each student. These courses are not eligible for substitution for required courses in the Art specialization.
10. **Senior Exhibit** **one hour**
Required of every art major during his senior year: to organize a formal gallery exhibition of works selected from his college work.

Biology

(Division of Science and Mathematics)

1. **Introduction to Biology** **four hours**
Introductory studies concerning the following areas: chemical and physical properties of the cell, genetics, and some attention given to ecological relationships. Three lectures and one two-hour laboratory per week. Not accepted toward fulfilling any biology degree requirements.
2. **Introduction to Biology** **four hours**
A study of plants and animals emphasizing basic life functions and their interrelationships to a changing environment. Three lectures and one two-hour laboratory per week. Not accepted toward any Biology degree requirements.
3. **Introduction to Environmental Biology** **four hours**
Introductory studies involving class discussions and laboratory or field work in the principles of environmental biology. Designed primarily for the student interested in the problems of environmental concerns, the inter-relations among organisms and their physical and chemical environments. Three lectures and one two-hour laboratory or field session per week.
10. **Human Sexuality** **three hours**
The study of the various aspects of human reproduction. Anatomical, physiological, biological and sociological areas of reproduction will be covered. It is designed as a general education course for all students. Biology 150 will not be accepted toward fulfilling specific requirements for any degree in biology.
11. **Anatomy and Physiology** **three-four hours**
Examination of the architecture of cells, tissues, organs, and organ systems relationships which interact in the processes leading to the total function of the human being. This examination will include a detailed study of the digestive, respiratory, excretory, nervous, reproductive, and endocrine systems as well as the interactions. Three hours lecture and one 2-hour lab per week. The course is designed for the Allied Health Programs and will not count as an elective toward any Biology degree requirements. The three (3) hours option is open only to students in certain designated programs, who will not take the lab.
12. **Special Topics in Biology** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the

instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

200. Ornithology **three ho**

Lecture, field and laboratory studies on the anatomy, identification, migration, nest and food habits of birds. Consideration is given to the economic, aesthetic and ecological significance. Two lectures and one two-hour field and/or laboratory periods per week.

205. Technical Microbiology **four ho**

Designed for the Allied Health Programs to emphasize the history of microbiology, microbial morphology and structure; microbial growth and physiology; environmental effects on bacteria; inhibition and killing of bacteria; virulence, pathogenicity, and invasiveness of microbes; modes of disease transmission; resistance and immunity; and techniques of isolation, handling, culturing, identifying bacteria and the inhibition of bacteria. Safety, cleanliness, and responsibility are taught in the laboratory. Three lectures and one 2-hour lab per week. Biology 224 will not substitute for Biology 205 or vice versa.

210. Field Studies in Biology **three ho**

A survey stressing the taxonomy, distribution and habits of representative forms of the area. Special emphasis on collection, identification, and preservation of some of the more representative forms. One hour lecture and/or 4 hours of laboratory and field work per week. PR: 101, 102, or 103; or 219, 230.

215. Bio-Photography **two ho**

A course designed to familiarize students with the fundamentals of photography and its many applications in the field of biology, including photomicrography. Open to students who have an interest in both photography and biology. PR: 10 hours of Biology courses.

219. General Zoology **four ho**

Introduction to the animal kingdom and to general principles applicable to Invertebrate and Vertebrate Zoology. Three lectures and one 2-hour laboratory per week.

220. Invertebrate Zoology **four ho**

Two lectures and two two-hour laboratories each week. Facts and principles fundamental to an understanding of the invertebrate animals will be presented. This course is designed for Biology majors, minors and pre-professionals. PR: 219.

221. Vertebrate Zoology **four ho**

Two lectures and two two-hour laboratories each week. Facts and principles fundamental to an understanding of vertebrate animals will be presented. PR: 219.

224. Microbiology **four ho**

Three lectures and one two-hour laboratory each week. The techniques of isolation and identifying bacteria are considered. Attention is given to the several types of disease-producing microorganisms and methods of control. This is a general course designed to give the student an understanding of the importance of microorganisms in the life of man. PR: 230.

230. General Botany **four ho**

Two lectures and two two-hour laboratories each week. The first part of the semester is given to the study of the structures and functioning of the seed plant. The second part includes a survey of both lower and higher forms of plants with emphasis on reproductive structures. Basic to all other botany courses.

242. Bio-Ecology **three ho**

This course constitutes a study of the relationship of organisms to their environment. The edaphic, climatic, and biotic factors are given consideration. Human ecology and conservation are presented where pertinent. PR: 101, 102, or 103; or 219, 230.

250. Introduction to Entomology **three ho**

Two hours lecture and two (2) hours of lab and/or field work per week. Lectures, laboratory, and field studies on the anatomy, physiology, distribution, and identification of insects. Major emphasis will be placed on identification and economic importance.

Field Zoology **three hours**
 Designed primarily for those who teach or intend to teach biology. This course aims to familiarize students with the animal life of the State in its natural surroundings and includes the collection, identification, and study of habits of the various forms found in this region. PR: 101, 102, or 103; or 219. Offered only in summer.

Field Botany **three hours**
 Designed primarily for those students who plan to teach. The various groups of plants considered in the field and laboratory with emphasis on the seed plants. Some attention is given to ecology. PR: 101, 102 or 103 or consent of instructor. Offered only in summer.

Cell Biology **three hours**
 An introductory course in cellular physiology emphasizing functions common to all living forms of matter. The physical and chemical properties of protoplasm will be studied to show their relationship to structure, morphology, and development of cells and their significance in the life processes relating Form and Function. PR: Chemistry 102 or Chemistry 105, 106.

The Plant Kingdom **three hours**
 Two lectures and one two-hour laboratory each week. This course deals with the structural characteristics of the great plant groups through the Bryophytes. Their organization, development, and reproductive structures are considered in detail. Teaching materials are compiled and techniques are developed. There are field trips on occasion. PR: 230.

The Plant Kingdom **three hours**
 Two lectures and one two-hour laboratory each week. Continuation of the Plant Kingdom, 340, but may be taken as an independent unit. This course covers the vascular plants including the ferns, gymnosperms, and angiosperms. PR: 230.

Mycology **four hours**
 This course constitutes a study of the development, morphology and taxonomy of the fungi and familiarizes the student with the relation of fungi to human affairs. Two lectures and two two-hour laboratories weekly. PR: 230.

Comparative Anatomy of Vertebrates **four hours**
 Two lectures and two two-hour laboratories each week. The anatomical similarities and differences among representative vertebrate animals will be given to evolutionary and structural advancements. PR: 221.

Biochemistry **three hours**
 A study of the general principles of biochemistry including the metabolism of carbohydrates, proteins, and fats. Biosynthetic pathways, enzymatic mechanisms, biological oxidation, and other aspects of the subject are considered. PR: Chemistry 305, Biology 221, and 310. (Chemistry majors & minors by consent).

Plant Physiology **four hours**
 Two lectures and two two-hour laboratories each week. All of the physiological processes of plants are considered; ascent of sap, transpiration, food and bio-chemical synthesis, respiration, translocation, and growth and development. PR: 230, 310.

Introduction to Genetics **three hours**
 Principles of inheritance; chemical nature, structure and function of genetic materials. Applications to population and human genetics. Two hours lecture and one two-hour laboratory per week. PR: 219, 230, and 310.

Principles of Evolution **three hours**
 A study of the principles of organic evolution; physical, chemical and biological phenomena related to the understanding of the long term changing process of life. Two lectures and one two-hour laboratory per week. PR: 101, 102, or 103; or consent.

Histology **four hours**
 Two lectures and two two-hour laboratory periods each week. An analysis of the

arrangement of fundamental animal tissues to differentiate between cell types and their relationships to each other in the functioning organism. Also, this course includes histological technique to give the student an introduction to the preparation of animal tissues for study. PR: 221 or 350.

415. Hydrobiology four h

A study of the physical, chemical, and biological aspects of the various aquatic habitats. Emphasis is on the ecology of the various communities, with development of techniques in field ecology which may apply. Two lectures and two two-hour laboratory periods per week. PR: 210, 219, and 230 or consent.

418. Plant Pathology three h

This course constitutes a study of the causal agents of plant diseases and their morphological and physiological effects upon the host. Consideration is also given to the control measures involved. Two lectures and one two-hour laboratory weekly. PR: 230 and consent of instructor.

420. Vertebrate Embryology four h

Two lectures and two two-hour laboratories each week. This course offers an introductory study of the developments of the vertebrates. Emphasis of study is chiefly upon frog, chick, and pig. PR: 221 or 350.

430. Plant Taxonomy three h

Systematic survey of vascular plants with emphasis on family characteristics, identification, terminology, and general evolutionary relationships. Two lectures and one two-hour laboratory per week. PR: 341 or consent of instructor.

440. Plant Anatomy three h

Two lectures and one two-hour laboratory each week. Attention is given to the functional tissue organization of the higher plants. Development and differentiation of cell type and structures are considered as they relate to the functioning of the organism as a whole. PR: 230.

450. Comparative Physiology four h

A detailed study of the significance of the chemical properties of protoplasmic processes including nutrition, respiration, circulation, excretion, nervous, reproductive, and feed back mechanisms of control of synthesis, release, hyper and hypo conditions. Chemical nature and effects of the secretions and synergistic interactions. Two lectures and two two-hour laboratory periods per week. PR: 310 and 350.

490. Seminar in Biology one h

All biology majors, in the B.S. program either in their junior or senior year, will participate for one hour each week, for one semester. Each student will participate at least once during the term by reviewing a pertinent topic of biological significance for his fellow participants. PR: 20 hours of biological courses and consent.

495. Problems in Biological Sciences two h

This course is designed for students who have interest in a specific problem in biology. It should not be used as a means of meeting requirements but rather as a research course that goes beyond the usual courses in developing the student. PR: 20 hours of biological courses and consent.

Business Administration

(Division of Commerce)

102. Introduction to Business three h

A survey of the various fields of business designed to acquaint the student with the basic principles, practices, and employment opportunities of each field. The student is provided, early in his college training, with the information of and preparation for the advanced courses in business to aid in choosing his major studies. Limited to the two-

- arial and clerical curricula, non-majors, and four-year Business Education students.
- Automotive Parts Dept. Management** **three hours**
 theory related instruction to supplement apprentice's on-the-job training. An indepth of parts marketing, storage, cataloging, retrieval, ordering, and stocking management techniques.
- Automotive Service Dept. Management** **three hours**
 theory related instruction to supplement apprentice's on-the-job training. Topics include marketing techniques, financial analysis, personnel management, work scheduling and distribution, and use of pricing manuals.
- Business Mathematics** **three hours**
 This course is designed to provide knowledge and skill in the computation of the mathematical problems of a business. The course content should form a sound basis for further study in the following areas: accounting, business finance, marketing, and related business subjects. Special emphasis will be directed to review of the basic arithmetic. Does not satisfy mathematics in General Requirements. Not open to students with credit for Math 205, unless fulfilling requirements for A.B. in Business Education. Not open to students with previous credit in Math.
- Special Topics in Business** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free credits in degree and certificate programs.
- Principles of Accounting** **three hours**
 Fundamental accounting theory and procedures: Organization of accounts, the accounting cycle, working papers and the preparation of financial and operating statements for individual proprietorships.
- Principles of Accounting** **three hours**
 The second semester of this course is a further study of the accounting process as applied to various business organizations. The two semesters of this course are designed to give students an adequate understanding in the recording, classifying and summarizing business transactions in order to proceed with the interpretation and analysis of accounting data. This course is a basic course for (1) accounting majors, (2) majors in various areas of business administration, and (3) those whose major interest is in economics, political science, law or other professional areas. PR: 201.
- Accounting Practicum** **two hours**
 Consists of several independent learning units designed to provide job-entry skills as derived from a survey of typical employers. PR: Bus. 201 or equivalent.
- Salesmanship** **three hours**
 Study of techniques appropriate to personal selling, both retail and contact. Students given opportunities to construct and give sales presentations.
- Aerospace Management and Leadership I** **three hours**
 An intensive study of general management principles, policies, and practices, emphasizing the human relations/interpersonal communications aspect with specific reference to the structured environment of the Armed Services. PR: See requirements under the Air Force ROTC section of this Catalog. Note: This course will NOT meet the requirements for any major or minor; it is a free elective only.
- Aerospace Management and Leadership II** **three hours**
 Continuation of Business 240. Note: This course will NOT meet the requirements for any major or minor; it is a free elective only.
- Retailing** **three hours**
 Presents an overview of retailing, including such areas as organizational structure, merchandising practices and procedures, promotional activities, store planning and layout, and control methods, thus providing technical and theoretical knowledge necessary for attaining middle management employment in this field.

301. Intermediate Accounting

three hours

Primarily the study of general financial accounting theory as it relates to balance sheet items. Included is a brief review of the accounting cycle and income recognition theory. Current tax regulations are considered where applicable. PR: Bus. 202.

302. Intermediate Accounting

three hours

A continuation of 301 to include the study of corporate ownership equity analysis and interpretation of accounting data. PR: Bus. 301.

304. Marketing

three hours

A study of those business activities that direct the flow of goods and services from producers to consumers. PR: Econ. 201, 202, or consent of instructor.

305. Small Business Management

three hours

Designed to familiarize the student with the management function required to operate a small business. The problems and requirements for success are studied and the student learns how to succeed as an independent business entrepreneur.

306. Business Law

three hours

A study of the nature and function of our legal system, courts, and procedure, including the law of contracts, agency, and partnership.

307. Business Law

three hours

Continuation of 306. Substantive law of corporation, sales, secured transactions, commercial papers, and the legal basis of property as applied to business situations. Bus. 307 will not satisfy three hours requirement in the teaching fields in Business Education. PR: Bus. 306.

308. Personnel Management

three hours

A study of the field of personnel management and industrial relations including background, development, and modern practices.

309. Principles of Management

three hours

The emphasis in this course is on the modern approach to the field of management. The theoretical and practical approaches are presented along with analytical techniques that are applicable in the various management and production areas.

310. Statistics

three hours

The course includes computation of statistical measurements, methods of collecting and analyzing data, and the interpreting of results.

312. Retail Field Experience

four hours

Students are placed in part-time retail occupations in carefully selected establishments consistent with their career objectives. The student has the opportunity to put theory into practice while developing competencies through on-the-job training. A total of 40 hours is required to be completed during four semesters. Open only to students in Retail Management Program.

314. Office Management

two hours

The study of office management principles, analysis of office procedures, transcribing, correspondence, reports, business machines, and forms. The application of personnel management techniques to office management, office organization, and layouts. Not open to freshmen or students other than two and four year business education students.

320. Advertising

three hours

A survey course of the social, psychological, and some technical aspects of advertising. For Business and Journalism students.

330. Advanced Accounting I

three hours

Includes accounting for special situations: partnerships, installment and consignment sales, home office-branch relationships, consolidations, and fund accounting. Attention is focused on the current AICPA position relative to these special accounting situations. PR: Bus. 302.

Advanced Accounting II **three hours**
 Continuation of Business 330; exploration of advanced accounting topics. PR: Bus.

Real Estate Principles and Practices **three hours**
 General introduction to real estate as a business and as a profession that is designed to acquaint the student with the wide range of subjects and terminology necessary to the practice of real estate. This introductory course in fundamentals will include the nature of real estate and ownership, principles and concepts of title transfer, title insurance, real estate marketing, financing, leasing, taxation, insurance, development, appraising, and real estate license law. The objective of the course is to equip the student with concepts needed to continue successfully in future real estate courses, and to pass the real estate agent's license examination.

Real Estate Law **three hours**
 Study of the principles of law governing the interests in real estate including acquisition, conveyance, transfer, rights and regulations thereof. The object of the course is to enable the student to analyze the legal consequences of various legal relationships and transactions, and to determine when an attorney should be consulted. PR: Business 360 or consent of instructor.

Real Estate Appraisal **three hours**
 Examination of the nature of real property value, the functions and purposes of appraisal, the functions and methods of estimating value with emphasis on residential real estate value. The objective of the course is to equip the student with minimum knowledge and skills necessary to demonstrate application of cost, income, and market data approaches to real property value. PR: Business 360 or consent of instructor.

Principles of Bank Operations **three hours**
 This course presents the fundamentals of bank functions in a descriptive fashion so that the beginning banker may acquire a broad (and operational) perspective. The descriptive orientation is intentional. Banking is increasingly dependent upon personnel who have the broad perspective so necessary for career advancement.

Management of Commercial Bank Funds **three hours**
 This course deals with those necessary principles from which the student can derive an adequate philosophy of funds management. Differences between practices in large banks and smaller institutions are spelled out so that this course is useful to bankers in institutions of all sizes.

Credit Administration **three hours**
 This course, directed toward the executive level, concerns itself with a statement and analysis of factors influencing and determining loan policy. Methods of credit investigation and analysis, credit techniques, specific credit problems, and regular as well as special types of loans are discussed.

Human Behavior in Organizations **three hours**
 The purpose of the course is to introduce the student to the problems of human behavior in the organizational setting and the approaches available for solving these problems. The course will examine the theories on individual, interpersonal and group behavior in organizations, and will follow this with considerations of how organizations are designed to utilize the talents of the individuals, and how managers may make use of the theories of motivation, communication, and interaction in accomplishing the objectives of the organization. PR: 309.

Business Finance **three hours**
 This course is intended to give the student a background in the field of financial management with emphasis on the areas of cost of capital, cost of external capital, cost of equity earnings, and similar concepts. It will also include material investment decisions and financial decisions. PR: Bus. 201, 202.

404. Cost Accounting**three hours**

The relationship of cost accounting to the performance of management pursuant to company objectives is studied with four basic points of view in mind: (1) cost principles, (2) cost determination, (3) cost control, and (4) cost analysis. PR: Bus. 201, 202.

405. Auditing**three hours**

Duties and responsibilities of auditors, methods of verification of balance sheet, income and expense accounts with the applicable principles of internal control. Preparation of working papers, schedules, audit reports, and certificates. PR: Bus. 201, 202, 302.

406. Federal Income Tax Accounting: Individual**three hours**

Preparation of income tax returns from the accounts of an individual; exclusion of inclusions for Gross income, capital gains and losses, business expenses, and deductions.

407. Federal Income Tax Accounting: Partnership and Corporation**three hours**

Continuation of 406, including preparation of income tax returns from accounts of partnerships, estates and trusts, and corporations. PR: Bus. 406. While previous accounting knowledge or experience will be helpful, no prior accounting training, knowledge or experience is required.

408. Business Internship**three hours**

The internship places students in part-time jobs which will significantly broaden their understanding of accounting, marketing, or management. Interested students will be exposed to business problems, but outside the normal classroom environment. The nature of the student's work must require analytical problem solving, or other creative skills. An internship should require approximately 12-15 weeks. All interested students must first obtain a faculty member's written endorsement before being eligible for an internship. PR: 17 hours of Business and/or Economics.

409. Quantitative Management**three hours**

A study is made of the quantitative techniques which have been incorporated into the business environment in recent years.

410. Investments**three hours**

A study of the principles of investment procedures and practices to follow in investing money.

450. Practicum**three-twelve hours**

A work internship in one of the state departments where the student's work experience will be in the area of business. Earned hours may count as electives only for major and minor field requirements.

Business Education

(Division of Commerce)

101. Beginning Typewriting**two hours**

A beginning course in the operational fundamentals of the typewriter. This course includes basic machine operations, development of speed and control, vertical and horizontal centering, simple tabulation, memorandums, personal business letters, announcements, simple manuscripts, rough drafts and proofreader's marks. Students who have had one year of typing instruction cannot obtain credit for this course.

102. Intermediate Typewriting**two hours**

This course includes the development of speed, control, and sustained typing, business letters, envelopes, tabulated reports, manuscripts, and simple business forms. PR: Bus. Ed. 101, consent of instructor or high school typing courses.

Records Management **two hours**
 designed to provide a foundation in the latest methods and systems of retrieving information and the management of a company-wide records system. Attention is also given to the equipment and supplies available for housing information. Actual practice is provided in alphabetic, subject, numeric and geographical filing systems.

Special Topics in Business Education **one-twelve hours**
 studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free credits in degree and certificate programs.

Beginning Shorthand **four hours**
 beginning course in shorthand. Introduction of theory and brief forms of Gregg and Monond Jubilee Shorthand. Emphasis is on reading and writing of shorthand at 60 words per minute. Spelling, punctuation and sentence structure are stressed. Students with one or more years of high school shorthand and a grade of C or higher are not permitted to take this course for credit.

Intermediate Shorthand **four hours**
 continuation of Bus. Ed. 201. Emphasis is on the writing of shorthand from dictation at a minimum of 80 words per minute. Spelling, punctuation and sentence structure are stressed. PR: 201 or Department Placement Test.

Secretarial Accounting **three hours**
 designed to meet the needs of the terminal secretarial student. Training is provided in fundamental accounting procedures that will be encountered by the secretary. The understanding and interpretation of accounting principles are developed.

Advanced Typewriting **two hours**
 the problems typed are in related project form and sample the papers prepared in executive, accounting, professional, and government offices. Emphasis is given to composing business communications and to developing decision-making ability. PR: Bus. Ed. 102.

Executive Typewriting **two hours**
 this course focuses primarily on the advanced typing problems that executive secretaries are expected to solve expertly. The problems start at a modest level of challenge and progress to those requiring high-level skill and decision-making. PR: Bus. Ed. 102, 211.

Legal Typewriting **two hours**
 the objective of this course is to establish the maximum typewriting rate and 100% accuracy required for a legal secretary. Emphasis will be placed on the typing of legal correspondence, legal papers, and court documents. PR: Bus. Ed. 102, 211.

Medical Typewriting **two hours**
 the objective of this course is to establish the maximum typewriting rate required for a medical secretary. Instructions will include preparations of medical reports, articles, and histories. PR: Bus. Ed. 102, 211.

Business Communications **two hours**
 an analysis of the physical mechanics of the business letter. This course includes the writing of effective business letters in sales, collection letters, letters of application, memoranda, cablegrams, business reports, and post office services.

Advanced Shorthand and Transcription **four hours**
 emphasis is on the writing of shorthand at a minimum of 100 words per minute and producing mailable transcripts. Spelling, punctuation, and sentence structure are stressed. A complete review of brief forms and derivatives is included. Sustained dictation and transcription of a departmental business vocabulary are emphasized. PR: Bus. Ed. 202 or 2 years of high school shorthand and departmental placement test.

Advanced Shorthand and Transcription **four hours**
 continuation of Bus. Ed. 301. Emphasis is on dictation at a minimum of 120 words per minute and producing mailable transcripts. Sustained dictation and transcription of a

vocational vocabulary are emphasized. PR: Bus. Ed. 301.

304. Advanced Medical Shorthand & Transcription

four hours

Designed to give additional practice in spelling and pronunciation of medical terms in addition to developing skill in medical shorthand outlines. Facility in medical dictation and transcription of letters, reports, and records will be emphasized. PR: Bus. Ed. 301.

307. Advanced Legal Shorthand & Transcription

four hours

Designed to give additional practice in spelling and pronunciation of legal terms in addition to developing skill in legal shorthand outlines. Facility in legal dictation and transcription of letters, reports, and records will be emphasized. PR: Bus. Ed. 301.

311. Office Machines

two hours

An orientation and practice course for students in the Business or Business Education area. Approximately two-thirds of the course time is given to practice with adding-list, rotary, electronic calculators, bookkeeping machines, and spirit and ink process duplicating machines.

314. Executive Dictation and Transcription

two hours

A course which combines the skills of shorthand, typewriting, and English required in the process of producing typewritten transcripts. Practice is given on materials designed to fuse these primary skills in order to develop vocational stenographic competence. Transcription from pre-recorded dictation is also included.

315. Legal Dictation and Transcription

two hours

The course objectives are to refine the students' ability to take and transcribe legal dictation and to transcribe from pre-recorded dictation. PR: Bus. Ed. 102, 211, 213.

316. Medical Dictation and Transcription

two hours

The course objectives are to refine the students' ability to take and transcribe medical dictation and to transcribe from pre-recorded dictation. PR: Bus. Ed. 102, 211, 214.

317. Medical Machine Transcription

two hours

The course objectives will be to enable the student to refine his ability to transcribe pre-recorded medical dictation and to further his medical vocabulary and knowledge of medical procedures. PR: Bus. Ed. 102 or 35 words per minute typewriting speed.

351. Executive Office Administrative Management

three hours

The objectives of this course are to familiarize the student with references necessary for this occupation and to provide challenging problems that will require the student to think, analyze, research, set priorities and schedules, and consult with outside authorities.

352. Directed Office Experience

two hours

A practical course with actual experience in an office. A total of 140 hours of supervised office work experience is required; previous work experience will not be accepted. Business teacher education students are required 200 hours, for which 60 previous worked hours may be accepted. Students enrolled in this course should limit their course load for this semester to 16 hours. Two-year students should plan to take this course the last semester in college; the A.B. and B.S. majors should plan to take this course the junior year. PR: Bus. Ed. 211, 301, 351, 2.0 average in major, minor, and overall i.e. all work attempted.

353. Legal Office Administrative Management

three hours

The purpose of this course is to provide helpful background information concerning law theory and practice, an understanding of basic legal and office forms in a style that is universal, and general procedures. PR: Bus. Ed. 251, 213.

354. Legal Office Experience

two hours

The feature of this course is supervised, on-the-job training in either a lawyer's office or in the legal department of a company. The minimum clock hours required will be 140. PR: Bus. Ed. 213, 301.

355. Medical Office Administrative Management

four hours

This course acquaints the student with common types of office equipment, effective

techniques of public relations, efficiency in processing paperwork, and assisting the physician in caring for patients. PR: Allied Health 100, Bus. Ed. 251, 214, 301.

6. **Medical Office Experience** **two hours**
The feature of this course is supervised on-the-job training in either a physician's office, hospital or clinic. The minimum clock hours required will be 140. PR: Bus. Ed. 4, 301.

7. **Methods and Materials in Teaching Business Education** **two hours**
A study is made of the latest methods, procedures, and techniques of teaching the skilled and nonskilled Business Education courses. Audio-visual aids and equipment available for the teaching of the subject will be discussed. To be taken as part of the Initial Performance Practicum.

Chemistry

(Division of Science and Mathematics)

1. **General Chemistry** **four hours**
Three lectures and one three-hour laboratory. A study of the theoretical concepts needed to understand typical chemistry phenomena. The concepts include the nature of matter, energy, matter and measurements, the stoichiometry of chemical reactions, solutions and the calculation of concentration, energy relationships in chemistry, modern atomic theory, chemical bonding and molecular structure, and the classification of reactions. No previous knowledge of chemistry but an understanding of simple algebra is needed.

2. **General Chemistry** **four hours**
Three lectures and one three-hour laboratory. An extension of chemistry 101 with emphasis on specific areas of application. This course includes an introduction to organic chemistry and biochemistry, dealing with typical compounds and important reactions. Other typical applied areas include air and water pollution, reduction of important ores, synthetic polymers, toxic materials and their actions, and nuclear chemistry. PR: Chemistry 101.

3. **Modern Chemistry** **four hours**
Three lectures and one three-hour laboratory. This course is designed to provide background for those students who take Chemistry 101 and 102 and then decide to take additional chemistry. It comprises principles of chemical kinetics, equilibrium, electron-transfer processes, and theories of chemical bonding. PR: 102. Can be taken concurrently with 205 or 305.

4. **Chemical Principles** **five hours**
Three lectures and two three-hour laboratories. A study of inorganic and elementary physical chemistry based on modern chemical concepts, including Stoichiometry, Atomic and Molecular Structure, Periodic Properties, Phase Relations Solution Chemistry, Chemical Equilibrium and Kinetics, Electrochemistry, and Nuclear Chemistry. Qualitative Techniques and an introduction to computer programming is included in the laboratory. PR: One unit of high school chemistry.

5. **Chemical Principles** **five hours**
Three lectures and two three-hour laboratories. Continuation of Chemistry 105. PR: Chemistry 105.

6. **Special Topics in Chemistry** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

7. **Analytical Chemistry** **four hours**
Two lectures and two three-hour laboratories. Classical methods of chemical analysis

with emphasis on quantitative techniques. Also includes theory of acid-base, precipitation, and oxidation methods, molecular structure, and an introduction to electrochemistry. PR: Chemistry 106, or 103 concurrently.

206. Instrumental Analysis

five hours

Three lectures and two three-hour laboratories. Theory of and practical experience the use of modern chemical instrumentation. Includes Spectroscopic, Chromatographic, Electrochemical, and Radio-chemical methods. PR: Chemistry 205.

305. Organic Chemistry

four-five hours

Three lectures and one or two three-hour laboratories. A systematic study of organic chemistry with emphasis on kinetic behavior, structural relationships, and reaction mechanisms. Includes the study of all major classes of organic compounds and functional groups. Chemistry majors and minors must take the 5 hour course; others may elect either the 4 or 5 hour course. PR: Chemistry 106, or 103 concurrently, or 102 at consent of instructor for four hours only.

306. Organic Chemistry

four-five hours

Three lectures and one or two three-hour laboratories. Continuation of Chemistry 305. PR: Chemistry 305.

340. Physical Approach to Modern Chemistry

three hours

Three hours lecture per week. A study of elementary physical chemistry embracing the concepts without the utilization of calculus. This course is designed to provide the background necessary to teach the new high school courses in chemistry, physics and physical science, and it also provides valuable background for biology and pre-professional students. PR or corequisite: Chemistry 205 or 305.

401. Independent Study and Research

two hours

Independent study and research under the direction of a faculty member. PR: Consent of Instructor.

402. Independent Study and Research

two hours

Independent study and research under the direction of a faculty member. PR: Consent of Instructor.

403. Independent Study and Research

two hours

Independent study and research under the direction of a faculty member. PR: Consent of Instructor.

405. Physical Chemistry

four hours

Three lectures and one three-hour laboratory. A rigorous study of Kinetics, Thermodynamics, Quantum Mechanics, Phase Equilibria, Electrochemistry, and Nuclear Chemistry. PR: Chemistry 206, Chemistry 305, Mathematics 315, and Physics 102.

406. Physical Chemistry

four hours

Three lectures and one three-hour laboratory. Continuation of Chemistry 405. PR: Chemistry 405.

440. Intermediate Organic Chemistry

three hours

Three lectures. An advanced study of organic reaction mechanisms. PR: Chemistry 306.

450. Intermediate Inorganic Chemistry

three hours

Three lectures. An advanced study of inorganic reactions, coordination compounds and theories based on quantum mechanical principles. PR: Chemistry 340 or 405.

460. Seminar

one hour

Each chemistry major should register for seminar one semester, preferably during the senior year. PR: Consent of Instructor.

Criminal Justice

(Division of Social Science)

- 0. Introduction to Law Enforcement** **three hours**
 Survey of law enforcement; the role, history, development and constitutional aspects of law enforcement and public safety. A review of agencies involved in the processes of the administration of criminal justice.
- 1. Police Operations** **three hours**
 Introduction to the police function as performed in American police departments; the structure and responsibilities of the police function are discussed and evaluated; traditional procedures are questioned and improvements sought. Inter-relationships of various police divisions are also scrutinized.
- 2. Principles of Criminal Law** **three hours**
 Structure, definitions and interpretations of criminal statutes of particular interest. The scope, purpose, and definition of the criminal law in general, including the study of crimes against the person, property, and other offenses.
- 3. Special Topics in Criminal Justice** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 4. Criminalistics** **three hours**
 A course designed to give the student a basic knowledge of crime scene collection, preservation and identification of evidence, including proper search, fingerprints, casting, use of the crime lab and crime detection. The course will include the scientific fact-finding approach in the collection of data.
- 5. Traffic Law Enforcement** **three hours**
 A study of the traffic control function as a part of the police role. Special attention to the functions and actual roles being played by various law enforcement agencies with emphasis upon the techniques of traffic law enforcement will be presented.
- 6. Police-Community Relations** **three hours**
 Law enforcement and the community, relation to schools, public education functions, law enforcement personnel, community attitudes.
- 7. Public and Police Administration** **four hours**
 Principles of administration and management of the police operation in its application to public safety needs of the community. Responsibilities and interrelationships of administrative and line-and-staff services.
- 8. Natural Resources Laws** **three hours**
 A study of the State Natural Resources Laws dealing with the objectives of the Department of Natural Resources, the meaning of these various laws and regulations and the authority granted officers in their enforcement.
- 9. Introduction to Corrections** **three hours**
 A survey of the current correctional process in America which includes the origin and development of the present system and the effects of the system on the individual as well as on our society. Special emphasis is given to current theories of rehabilitation in the institution and in probation and parole. Emphasis is also given to the administration of the adult and juvenile institutions and the alternatives and future of the present system.
- 10. Firearms** **one hour**
 The moral aspects, legal provisions, safety precautions, restrictions covering the use of firearms; nomenclature, and the firing of sidearm and shotgun. PR: L.E. Major or Minor or instructor's consent.

211. Field Service Internship**three hours**

A supervised work experience with an assigned law enforcement agency for purpose of increasing understanding of law enforcement administration and operation. Under agency and college supervision, students will be provided with the opportunity to apply academic education to agency operation.

212. Abnormal Behavior and Crisis Intervention**three hours**

A study of the recognition and handling of abnormal persons with emphasis on the mental conditions most encountered by the criminal justice practitioner. Methods of crisis intervention, basic conflict management, and referral and diversion will also be discussed.

215. Business and Industrial Security**three hours**

The role of security and the security industry in criminal justice; administrative personnel, and physical aspects of the security field; loss prevention management proprietary and governmental institutions, variations in physical security systems.

236. Criminal Investigation**three hours**

Fundamentals of investigation; scientific aids; modus operandi; sources of information; interview and interrogation; follow-up and case preparation.

240. Adjudication Process**three hours**

Role and structure of prosecution, public defense, and the courts; basic elements of the substantive criminal law; procedural law and its relation to constitutional guarantees.

246. Criminal Evidence and Procedures**three hours**

Constitutional and procedural considerations affecting arrest, search and seizure, post conviction treatment; origin, development, philosophy, constitutional basis of evidence; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies; focus upon the case study approach.

255. Analysis of Correctional Operations**three hours**

Problems of management of the correctional process; programming, security, information systems, reports, case management, evaluation progress; custody and discipline as they relate to rehabilitative efforts; community adjustment facilities; problems of probation and parole.

Economics

(Division of Commerce)

199. Special Topics in Economics**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

200. Economics**three hours**

The general education course in the field of economics. It is intended to introduce the student to the broad field of economics, including materials from both macro- and microeconomics. Primarily, the course instructs the student in how our economic system operates. Some attention is given to other economic systems. Not open to students with credit from Economics 201.

**201. Economic Principles and Problems (For those meeting the requirement
six hours in Economics)**
three hours

The course approaches the subject from the point of view of Macro-economics covering the nature and method of economics and describing how the capitalistic system functions. Further study is made of the business cycle, fiscal policy, monetary policy, gross national product, and similar concepts. Some time is devoted to the study of competing economic systems. Not open to students with credit for Econ. 200.

2. Economic Principles and Problems (For those meeting the requirement of six hours in Economics) three hours

This course is devoted to Microeconomics. It follows the analysis of the firm and the decisions made by the managers of the firm. It includes the analysis of demand and supply price and output determination. It is also concerned with the important problems in the field of economics: monopoly, agriculture, international trade, labor, economic development, and similar problems. PR: 201 or 200.

1. Intermediate Economic Analysis: Microeconomics three hours

Consumer demand, the supply function, and market pricing with various degrees of competition oriented to the viewpoint of the individual firm and the industry of which the firm is a part are examined from a theoretical point of view. PR: 201, 202.

2. Intermediate Economic Analysis: Macroeconomics three hours

National income, as a measure of economic activity, is descriptively and theoretically analyzed. Examination of theories of consumption and investment spending including monetary demand and supply are integrated with current economic problems to explain the level of employment and prices. PR: 201, 202.

3. Money, Credit, and Banking three hours

An intensive study of money and credit principles with an analysis of their effects upon the economy. History of banking. Banking principles and practices. PR: Economics 201, 202.

4. Economics of Labor three hours

A review of labor history with emphasis on the aims and methods of labor organizations, the theories of wages, and the current trends in labor-management relations. PR: 201, 202.

5. Personal Finance three hours

A study of the problems a consumer must face in his or her day-to-day buying and saving. It includes a brief survey of budgets, life insurance, investments, managing personal finance, buying services, and other problems of the consumer. PR: 201, 202.

6. Economic Analysis three hours

As well as giving the upper class student some advanced economic analysis, the course is designed to demonstrate the applicability of economic principles and theory to a wide range of important social issues. The student will be encouraged to use the tools of economic analysis to generate possible solutions to problems found not only in commerce but also in other areas of modern society. PR: 201, 202.

7. Guided Economic Study one-three hours

Intensive reading, research, and study in current literature and documents in regard to a selected economic problem or group of problems. The field of study will be one in which the student has a special interest. All work will be done individually and the class will be conducted by conferences with each student. PR: 17 hours of Economics, Business, and Social Science courses.

8. Practicum three-twelve hours

Work internship in one of the state departments where the student's work experience will be in the area of economics. Earned hours may count as electives only for major and minor field requirements.

Professional Education

(Division of Education)

9. Special Topics in Education one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

200. Introduction to Education

two ho

An overview of the profession to provide the student with the information prerequisite for formulating a realistic career decision and a professional commitment to teaching. It is a prerequisite for Education 302. It is recommended that students take this course second semester of the freshman year. A laboratory experience in a school is required.

220. Areas of Exceptionality in Special Education

three ho

A guided survey of the areas of exceptionality in the field of Special Education (emotionally disturbed, physically handicapped, speech and language, visually impaired, hearing impaired, mentally retarded, gifted, and learning disabled), and the historical, philosophical and political-sociological foundations related to exceptional children. The laboratory component of the course is designed to give experience in the areas of exceptionality through observation and limited participation in these areas.

221. Education of Exceptional Children

three ho

A survey of Special Education designed to acquaint the student with the research issues, assessment devices and classroom management techniques. The laboratory component highlights these aspects of Special Education.

250. Foundations of Education

two ho

An analysis of the foundations of education with special emphasis on the historical, philosophical and sociological bases of American education. Attention is directed to the emergent nature of the system. Students should enroll in this course in their sophomore year.

300. The Reading Process

two ho

Examines the components of reading with emphasis placed upon word attack skills, reading comprehension and factors which affect reading progress. Should be taken concurrently with Education 303 and 304 in junior year.

302. Human Growth and Development

three ho

An analysis of human growth and development from birth through adolescence. The influence of heredity and environment on the development of personality and behavior and their implications. Observations of school age children are required. PR: Education 200, 250 and 58 or more semester hours with a C average.

303. Educational Psychology

three ho

A representative survey of psychology emphasizing the examination of prominent learning theories as they relate to the teaching-learning act. Observations in the school are required. PR: Education 200, 250, 302, Admission to Teacher Education and 76 or more semester hours.

304. Developmental Reading

two ho

A study and application of teaching methods, materials and resources in the development of various reading skills. Should be taken concurrently with Education 300 and 303 in the junior year.

309. Early Education Curriculum

three ho

Materials and methods integrating communication arts, social education, quantitative concepts, problem solving, scientific inquiry, movement and creative expression for the young child (age 3-5 years) in an educational setting. A laboratory experience is required. Offered during fall semesters only.

310. Organization and Administration of Early Education

three ho

Program design and management, school-parent-community relations and influences affecting early education programs in varied educational environments. A laboratory experience is required. Offered during fall semesters only.

311. Behavior Disorders

three ho

An in-depth investigation of the field of behavior disorders. Emphasis is placed on characteristics, etiology, history, educational strategies, current research, auxiliary agencies and educational assessment of children who are emotionally disturbed. A laboratory

experience assists students in synthesizing the course content. PR: Education 220 or consent of the division head.

4. The Gifted and Talented **three hours**

A survey of the field of educational opportunities for the gifted and talented. Emphasis will be on characteristics of the children, identification and assessment techniques, current research and issues in the field, as well as educational strategies involving school personnel, parental, professional, and governmental agency involvement with the programs. PR: Education 220 or consent of the division head.

7. Specific Learning Disabilities **three hours**

An overview of the field of Specific Learning Disabilities. It analyzes the definition, characteristics and causes of specific learning disabilities. Emphasis is placed on learning development, specific legislation, programs, contemporary issues, and agencies relating to specific learning disabilities. A laboratory experience assists the student in synthesizing the content of the course. PR: Education 200 or consent of the division head.

10. Education of the Mentally Retarded **three hours**

Analysis of the definition, characteristics, and causes of mental retardation. Emphasis is placed on learning and development, intelligence, specific legislation, programs and various social agencies related to retardation. A laboratory experience is required.

1. Diagnosis, Prescription and Assessment Techniques **three hours**

Diagnosis, prescriptive and assessment techniques used in teaching the mentally retarded. The prevention of and treatment for mental retardation is given attention. Alternative techniques of instruction are employed in the accompanying laboratory experiences.

2. Curricula Approaches, Materials and Methods for the Mentally Retarded **three hours**

An investigation of curricular approaches, materials and methods utilized in reading, reception, speech and language, spelling and handwriting. The laboratory requires active participation in a classroom setting for the mentally retarded and examination of instructional materials.

2. Mathematics in the Elementary School **two hours**

Emphasizes current materials and methods of instruction in elementary school mathematics and utilizes the psychological bases of mathematics learning to relate mathematics content to methodology and methodology to children. PR: Admission to the I.P.P.

3. Language Arts in the Elementary School **two hours**

Examines current materials and methods of instruction in the elementary school with major emphasis upon creative utilization of available materials and techniques in listening, handwriting, spelling and composition. PR: Admission to the I.P.P.

4. Social Studies in the Elementary School **two hours**

A study of the objectives, materials, organization and instructional techniques in the social studies appropriate to the elementary school program. PR: Admission to the I.P.P.

5. Corrective Reading **two hours**

A basic course in the causes of reading difficulties, diagnostic procedures and prescriptive techniques with emphasis on corrective methods and materials. PR: Admission to I.P.P. and Education 300 and 304.

6. Student Teaching Experience (Elementary) **six hours**

Full-time involvement in the teaching-learning act in a public elementary school setting. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a prerequisite for all professional courses in the I.P.P.

7. Student Teaching Experience (Grades K-12) **three hours**

Full-time involvement in the teaching-learning act in a public elementary school setting. Students will observe, participate and teach under the supervision of a cooperating

public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional courses in the I.P.P.

422. Student Teaching Experience (Grades K-12) three hours

Full-time involvement in the teaching-learning act in a public secondary school setting. Students will observe, participate and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to I.P.P. and a C average for all professional courses in the I.P.P.

424. Educational Technology three hours

Through direct experiences in utilizing and producing the latest educational equipment/materials, students identify the need for utilizing media, the characteristics of special needs of students to be served by them, and the bases for selecting the material to achieve the planned objectives of instruction. PR: Education 302, 303 and/or consent of the Division Chairperson.

430. Reading Instruction in the Secondary Content Area two hours

Develops understanding of the reading skills essential to the content subjects and instructional techniques for extending reading skills in those areas. PR: Admission to I.P.P.

432. Evaluation Techniques in the Secondary School two hours

Acquaints students with the basic principles and practices of student assessment through the use of standardized and teacher-made tests. Simple statistical treatments of both types of test are included. PR: Admission to the I.P.P.

433. Instruction in the Secondary School three hours

Involves the student in planning and implementing effective instructional strategies, understanding principles of classroom management and control, and personalizing approach to instruction for use in the student teaching experience. PR: Admission to I.P.P.

440. Applied Practicum in Mental Retardation three hours

A field-research practicum involving the prospective teacher, through analogous or equivalent practice, in diagnosis and testing, remediation, curriculum design, instructional techniques, methodology and materials. Trends and issues are identified via action research, both in the field and laboratory.

450. Student Teaching Experience (Secondary) six hours

A full-time involvement in the teacher-learning act in a public secondary school setting. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for all professional education courses in the I.P.P.

470. Student Teaching Experience in Mental Retardation three hours

A minimum four week full-time student teaching experience in an appropriate public school setting. The experience emphasizes application of essential concepts and skills in designing instructional approaches for the mentally retarded. Students will observe, assist and teach under the supervision of a cooperating public school teacher and college personnel. This experience is evaluated on a pass, incomplete, or fail basis and does not affect the grade point average. PR: Admission to the I.P.P. and a C average for professional education courses in the I.P.P.

Electronic Data Processing

(Division of Commerce)

0. Introduction to Electronic Data Processing three hours

Three hours lecture and discussion per week. This course will provide an introduction to the major and minor in Electronic Data Processing as well as a familiarization course for those students not continuing in the field. The course will cover the nature of data processing with Electronic Accounting Machines and EDP systems. Students will be introduced to the steps in data processing, computer hardware, programming languages and computer application. Skill in programming with the FORTRAN language will be developed. PR: none. Not open to students with credit in higher level EDP courses.

1. Punched Card Data Processing one hour

Two hours lecture per week; required lab periods are arranged. Punched card handling and Electronic Accounting Machine System operation. Instruction and practice in card-punching, sorting, collating, and report preparation. PR: none.

2. FORTRAN Programming I four hours

A continuation of FORTRAN IV through arrays, subscripting, subprograms, and disk usage. Primary emphasis is placed on language competency and programming in the FORTRAN language with students preparing job decks for computer solution. Three hours lecture and two hours lab per week. PR: 100 or consent.

3. Introduction to COBOL Programming four hours

Three hours lecture and two hours lab per week. The introductory course for the major business programming language. Students will learn the COBOL language organization and be given practice in planning, writing, and processing COBOL programs. The COBOL language will require the development of a complete understanding of data, records, and files. PR: EDP 100 or consent of instructor.

4. Electronic Data Processing Consulting one hour

The student will provide program consulting for students enrolled in EDP 100, EDP 103 or EDP 104. The service will be performed in the keypunch room of the Computer Center for one three hour period each week of the semester. The service will be related to assistance with keypunch problems, and programming problems that involve COBOL language syntax or interpretation of error diagnostic messages. There will be regular weekly meetings with the instructor in charge to discuss problems. PR: EDP 103, 104 or consent.

9. Special Topics in Electronic Data Processing one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free credits in degree and certificate programs.

0. Assembler Programming four hours

Three hours lecture and two hours lab per week. The development of understanding and skill in computer programming at the Assembler level. Students will become more familiar with the internal operation of the computer, computer language, and programming efficiency. Data processing jobs are planned, and processed using the Assembler language available on the computer system. PR: EDP 100, 103, 104 or consent of instructor.

0. FORTRAN Programming II four hours

Two hours lecture and two hours lab per week. Advanced course in programming and applications using the Fortran language. The student's knowledge and skills are developed to a level of sophistication that will allow immediate employment as a beginning programmer in the language. Course develops programming efficiency and advanced techniques. Time is devoted to programming and operations in the Computer Center. PR: EDP 103.

204. Advanced Programming

four h

Three hours lecture and two hours lab per week. Advanced course in program and applications using the COBOL language. The student's knowledge of COBOL developed to a level of sophistication in the language. Course develops program efficiency and advanced techniques. Time is devoted to programming and operation of the Computer Center. PR: EDP 104.

205. PL-1 and RPG

four h

Three hours lecture and two hours lab per week. An introduction to processing languages, PL-1 and RPG. The basic languages will be developed and provide the student an opportunity to process jobs in each language. PR: EDP 103, 104.

220. Business Systems

three h

The analysis and design of computerized systems for handling the data processing requirements of a typical business. Topics discussed include information flow, data base design, systems integration, system security and controls. Various case studies are used to illustrate the analysis/design techniques. PR: EDP 103 and 104 or consent.

230. EDP Special Project

four h

The course may be taken during the summer or the last semester. Independent study will be required by the student with an area computer installation or in the computer center. Practical application and experience with a data processing project in which the student will have total responsibility. The student and program director will agree on the nature of the project necessary to satisfy the requirement. PR: EDP 103, 204 or concurrent registration.

Emergency Medical Services

(Division of Allied Health)

101. Techniques of Emergency Medical Services

four h

The study of the techniques of emergency medical services including medical aid for trauma and illness victims, principles of auto extrication, rope work, and radio communications. Classes are conducted in both the classroom and in field experience. Minimum block 44 clock hours, rescue rope work 24 clock hours, communication 24 clock hours for a total of 92 hours.

105. Specialized Rescue Techniques

three h

Study of rescue systems with emphasis in extrication. Advanced training in auto extrication, rigging, knot tying, tunnel rescue, etc. Provide knowledge in rescue equipment, limitations of use and maintenance.

199. Special Topics in Emergency Medical Services

one-twelve h

Studies in special selected topics. The topics to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

200. Advanced Emergency Care

four h

A course devoted to the clinical phase of training. During this course the student will learn the application of various types of equipment and work within the hospital setting in critical care units.

201. EMS Practicum

four h

In addition to clinical training, the student is instructed in the management of specialized emergency situations, such as defibrillation, administration of intravenous fluids and drug therapy.

English

(Division of Language and Literature)

- Written English** **three hours**
 Training in writing and speaking good English, including a short review of grammar, sentence structure, and punctuation; attention to the organization and development of thought, both in student compositions and in expository reading material; guidance in use of reference books. Laboratory work will be required of those who do not meet certain minimum standards in English.
- Advanced Written English** **three hours**
 Continuation of English 104 which stresses rhetorical principles. One of the writing projects is a research paper. Laboratory work will be required of those who do not meet certain minimum standards in English. PR: English 104. English 108 is a prerequisite for all English courses numbered 200 or above.
- Technical Report Writing** **three hours**
 This is a course designed to provide practice in the writing of expository articles and reports of a technical nature. Considerable emphasis is placed on collecting scientific data and organizing them in a prescribed technical form. Business letters, memoranda, and other types of written communication common to the industrial and business worlds are also stressed. PR: 104 and consent. Eng. 109 can be substituted for Eng. 108 in certain associate degree programs only.
- Special Topics in English** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- Children's Literature** **three hours**
 Survey of literature desirable for children; development of principles of selection and standards of evaluation; wide acquaintance with current books.
- Survey of English Literature** **three hours**
 Study of the mind and temper of the English people as seen in their literature from the twelfth century up to and including the twentieth century.
- Survey of American Literature** **three hours**
 A historical study of the American mind as expressed in literature from colonial times to the present.
- Narrative and Descriptive Writing** **three hours**
 Practice in writing the simpler forms of fiction and personal narrative with descriptive details.
- Advanced Technical Communication** **three hours**
 This course places special emphasis on the preparation and implementation of the persuasive, formal report in business, industrial and public service organizations. As such it will feature an introduction and orientation to source materials for advanced technical research and presentation and it will also be concerned with the use of technical language in both informed and uninformed audiences.
- Literature of the Romantic Period** **three hours**
 Concentrated study of the works of such writers as Burns, Wordsworth, Coleridge, Byron, Shelley, and Keats.
- Literature of the Victorian Period** **three hours**
 Concentrated study of the works of such writers as Tennyson, Browning, Rossetti, Arnold, Swinburne, Mill, Ruskin, and Carlyle.
- Shakespeare** **three hours**
 Study of representative histories, comedies, and tragedies.

318. Modern Drama

three hours

The study of modern dramas — Continental, British, and American — from Ibsen to the present time.

319. General Semantics

three hours

Study in that branch of linguistics concerned with the nature, structure, and meaning of words and with the role of language in human behavior.

321. Study of the English Language

three hours

Word history and analysis; diction; descriptive grammar and constructions; fundamentals of composition. Required of all prospective teachers of English; to be taken before I.P.P. Sophomores must have permission of instructor.

322. The Short Story

three hours

A critical study of this art form based upon the work of British, continental, and American authors.

341. Survey of World Literature

three hours

A study in translation of some of the great ancient and medieval writers from Homer through Dante.

342. Survey of World Literature

three hours

A continuation of 341 covering the period from the Renaissance to modern times.

343. The Current Scene in Literature

three hours

A course showing present-day attitudes as reflected in the work of American and continental writers.

346. The British Novel

three hours

An historical and critical study of significant British novels of the eighteenth, nineteenth, and twentieth centuries.

347. The American Novel

three hours

A course designed to trace the development of the American novel from the eighteenth century to the present. Important American novels will be analyzed in chronological sequence.

348. The Bible as Literature

three hours

A study of the literary types and content of *The Bible*.

350. American Prose

three hours

A survey of the crucial ideas and methods of major prose nonfiction writers in America who have sustained and stimulated American life. Included are such figures as Hemingway, Agee, Mailer, and Baldwin in this century and Thoreau, Mark Twain, Franklin, and Henry Adams from earlier eras.

351. Minority Literature

three hours

Reflecting the diversity of cultural sources and forms in America, the ideas and methods of writers outside the main literary and social traditions are studied for their contribution to the development of the American experience. Minority writings include the efforts of Black, Latin, Indian and Asian spokesmen as well as the products of European ethnic groups such as Jewish and Irish writers.

352. Southern Literature

three hours

A study of representative Southern authors and works from colonial times to the present, emphasizing the characteristically Southern themes and point of view. Included are such figures as Twain, Wolfe, Faulkner, Welty, Ransom, and O'Connor.

353. Eighteenth Century Literature

three hours

A study of important British writers of the period, particularly Swift, Pope, Addison, and Johnson.

360. Major American Poets

three hours

A study of leading American poets, particularly Poe, Emerson, Whitman, Dickinson, Frost, Pound, and Eliot.

371. Folk Literature

three hours

A survey course whose chief emphasis is on the study of ballads; kindred material.

studied and collected — superstitions, hymns, riddles, stories, and songs.

2. The Art of the Motion Picture **three hours**

A course designed to trace the evolution of the motion picture from its most humble beginnings to its present sophisticated condition. Such aspects of the film as genre (the western, the horror film), techniques (sound, editing, photography), themes (forbidden knowledge, vengeance), and character types (cops, comics, crooks) will be considered. Although this course is intended for the serious student of the verbal and visual arts, it is also designed to accommodate (as an elective) any interested student who is an avid film fan and desires to improve his appreciation of the films he sees.

5. Civilization — A Personal View **three hours**

An interdisciplinary course using Kenneth Clark's films depicting the cultural life of the western man.

3. Expository Writing **three hours**

Study and practice of the various kinds of expository writing with special emphasis on the skilled production of research papers.

10. Seventeenth Century Literature **three hours**

A study of important British writers of the period, including Donne and Herrick, and emphasizing Milton.

1. Chaucer **three hours**

A study of selected works by Chaucer which help to reveal the range and development of his thought and art. The emphasis will be on *The Canterbury Tales* and *Troilus and Criseyde*.

2. The British Drama **three hours**

The history of English dramatic literature from medieval to modern times.

3. Literary Criticism **three hours**

A study of past and present critical methods and of the theoretical assumptions upon which they are based.

4. Methods and Materials in Teaching English **two hours**

Study and practice in the techniques of teaching the fundamentals of grammar, mechanics, composition, and the varied types of literature; taken as part of the Initial Performance Practicum.

9. Honors Literature **one hour**

This course is intended for the superior student of literature, regardless of major. It consists of guided readings, weekly seminars, and an examination covering each semester's work. In order to graduate "with honors," a student must earn three hours of credit. PR: Permission of Honors Committee. Credit: One hour per semester. The maximum number of credits a student can earn in English 450 is 4 hours.

10. Independent Studies **one-four hours**

Intensive study in the work of one or more significant authors. Subject area to be suggested by the student and approved by the instructor. If he so desires, the student may conduct an independent investigation in an area of interest to him and embody the results of his efforts in one or more research papers. PR: Consent of instructor.

Foundations

10. Basic Writing Skills **two hours**

Individualized and group instruction in the areas of grammar, punctuation, spelling, sentence structure, and paragraph structure. Students demonstrating weaknesses in writing will be encouraged to enroll.

102. Basic Reading Skills

Individualized and group instruction in the basic techniques of reading, including word recognition, vocabulary, and comprehension skills. Students demonstrate weaknesses in reading will be encouraged to enroll.

105. Elementary Algebra

The following topics will receive attention in this course: Number systems, fundamental laws of algebra, algebraic operations, and linear equations in one and two variables. Students with limited backgrounds in algebra will be encouraged to enroll.

106. Elementary Plane Geometry and Trigonometry

The following topics will receive attention in this course: Introduction to points, lines, and planes in rectangular coordinate systems; analytical and graphical plane geometry and analytical and graphical plane trigonometry. Students with limited backgrounds in plane geometry and trigonometry will be encouraged to enroll.

199. Special Topics in Foundations

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

French

(Division of Language and Literature)

101. Elementary French

Pronunciation, oral comprehension and speaking, reading and written drill and composition, elements of grammar. Laboratory.

102. Elementary French

Continuation of 101 completing the basic grammatical principles. One year of high school French is also considered as a satisfactory prerequisite for this course.

199. Special Topics in French

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

201. Intermediate French

A course designed to reinforce and increase knowledge of vocabulary and grammar. The course consists of extensive and intensive reading, the review of grammar, continued attention to pronunciation and speaking. Interesting reading materials such as short stories are emphasized. There is included the use of a language laboratory. PR: 101 and 102, or two years of high school French, or equivalent.

202. Intermediate French

The continuation of French 201. PR: 201, or equivalent.

215. Outside Reading in French I

The continuation of French 201. PR: 201, or equivalent.

215. Outside Reading in French I

A supervised independent study course emphasizing practical reading comprehension based on reading material related to the student's interests. This course is equivalent to French 201. PR: Two years of high school French or its equivalent, and consent of instructor.

216. Outside Reading in French II

A continuation of 215. This course is equivalent to French 202. PR: 215 or its equivalent, and consent of instructor.

220. French Special Topics II

A diversified study of the daily life and environment of present-day French-speaking peoples, placed in relation to the language. Emphasis is on a real

tical approach. Work is individualized to fit the language-level and interest of the student. PR: Consent of the instructor.

2. Pro-Seminar. Special Topics. First Option, Topic I **three hours**
This course is taken in a summer session at West Virginia University, with the Department of Foreign Languages, and has for its topic "France in Perspective." This is a study of French civilization and culture with emphasis as to content on the recent period, and as to approach on the use of the comparative method, comparing France, its culture and its contributions to that of other nations. This course is taken in conjunction with First Option, Topic II, described below. PR: Consent of instructor.

2. Pro-Seminar. Special Topics. First Option. Topic II **three hours**
This course is taken in conjunction with First Option, Topic I, described above. It is taken in a summer session at West Virginia University, with the Department of Foreign Languages, and has for its topic "French Contemporary Literature." The period emphasized is that beginning about 1930. PR: Consent of instructor.

2. Pro-Seminar. Special Topics. Second Option **six hours**
This course, which may be taken instead of the First Option described in the two courses above, is taken in the West Virginia University French Summer Program Overseas, at Cannes, France, on the French Riviera. It has for its topic "Conversation and Contemporary French Culture." At very reasonable costs, the student will be part of a group that will reside at a select sea resort 20 miles from the University of Nice and just miles from Italy. The student will live at a private home for the duration of his stay, in housing assignments by pair, i.e., boys together, or girls together, husband-wife, or mother-daughter. There will be visits to local teachers and classrooms on all levels of schooling, and also experiences with places of business, church, local movies, beach life, television programs, and so on. The course is completed in one summer session. PR: Consent of instructor.

Literature of the Seventeenth Century **three hours**
Reading of the plays of Corneille, Racine, Moliere with outside reports from other historical writers. Comprehension, speaking, reading and writing all stressed. PR: Two years of college French or equivalent. Lab used.

Special Topics in French **three hours**
Supervised independent study reflecting the student's needs and interests. By consent of instructor, may be substituted for any course except 411, including 312 if the topic selected includes material covering French civilization and culture. PR: Consent of instructor.

French Composition and Conversation I **three hours**
Part of the group consisting of 311 and 312, which may be taken in any order. Writing, speaking, and aural comprehension, with extensive use of audio-visual aids. Emphasis on practical proficiency, grammar, vocabulary building, and phonetics. Language laboratory used. PR: 12 hours of French.

French Composition & Conversation II **three hours**
Part of the group consisting of 311 and 312, as described under 311, with content consisting of French civilization and culture.

French Civilization and Culture **three hours**
The content of the course consists of a study of the basic historical development and significant contributions of France, its outstanding figures, its geography, traditions, temporary social patterns, legends, songs, and influence on the United States. The instructional method emphasizes French conversation and extensive use of tapes, slides, motion pictures. PR: 12 hours of French or consent.

Contemporary Literature **three hours**
Outstanding writers of the twentieth century, such as Gide, Proust, Mauriac, Giono, Camus, Valery. Emphasis is on reading comprehension. PR: 12 hours of French.

Advanced French Composition and Conversation **three hours**
Writing, conversing, and aural comprehension on an advanced level with extensive use

of audio-visual aids. Emphasis on a high level of proficiency, grammar, vocabulary, pronunciation. PR: 18 hours of French, including one previous conversation course, to be taken as late as possible in the sequence of courses.

420. Refresher Course in Conversational French

three hours

For secondary teachers seeking renewal credit. Conversation, grammar, phone, pronunciation, vocabulary, writing, and listening comprehension. Individualized instruction relating to student's needs and goals. PR: Consent of instructor.

426. Main Currents of French Literature and Culture

three hours

A coordinated study of French literature and culture from a thematic and unity standpoint. The main and unique currents of French contribution to world civilization are distinguished. The period 1700-1900 is emphasized as exemplifying most of the currents in their complex modern forms, leading to the contemporary period taken up in French 321. PR: French 202.

431. Methods and Materials in Teaching French

two hours

Study and practice in teaching French language and literature, grades 7-12.

435. Foreign Language Methodology for Secondary Teachers

three hours

A course dealing with all facets of teaching the language skills, culture, and literature, as well as learning to operate medial equipment, including the language laboratory. Instruction on topics such as individualization with the self-contained classroom, the use of the traditional grammar text with an audio-lingual approach, the writing of performance objectives for students and teachers, and new methods in foreign language teaching. Especially designed for secondary teachers seeking renewal credit. PR: Consent of the instructor.

Geography

(Division of Social Science)

199. Special Topics in Geography

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

210. Introduction to Geography

three hours

An introduction to the physical and cultural elements of geography with a study of major geographical regions of the world.

305. Economic Geography

three hours

A study of the production, consumption and exchange of goods by people throughout the world. Consideration is also given to spatial variations and influences of the natural environment and culture. PR: 210.

315. Urban Geography

three hours

A study of urbanization process including origin, growth, function, spatial pattern, structure and hierarchical arrangement of urban centers, and urban problems, with special references to American cities.

330. Geography of North America

three hours

A regional economic geography primarily of the United States and Canada from the standpoint of man's activities in relation to his natural surroundings and resources.

340. Geography of Europe

three hours

A study of the important geographic concepts concerning man's activities in Europe and their importance to the United States and the rest of the world. A general overview will be made of Soviet European geography. PR: Geog. 210.

350. Geography of Latin America

three hours

This course is a regional study of South America, Central America, Mexico, and the West Indies. PR: 210.

- 10. Geography of Africa** **three hours**
 A regional survey of the continent examining the great diversity that characterizes the continent. Emphasis is placed on the complexity of the political pattern, the natural resources, economic development, and the physical setting.
- 11. Geography of Asia** **three hours**
 The study of Asia for the purpose of understanding the various Asian nations, their economic-geographic regions, major commodities, industry, commerce, and major problems. PR: 210.
- 12. Maps and Diagrams for Social Sciences** **three hours**
 A presentation of statistical data by different kinds of diagrams, such as bar, pie, ring, and block diagrams and graphs; also the preparation and understanding of maps.
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Geology

(Division of Science and Mathematics)

- 1. General Geology** **three hours**
 Two lectures and one two-hour lab per week. This course covers the materials of the earth's crust and the physical and chemical processes operating in and on the earth.
- 2. General Geology** **three hours**
 A continuation of 101. Application of physical and chemical processes to interpret the history of the earth. Includes a survey of evolution and the fossil record.
- 3. Special Topics in Geology** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
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German

(Division of Language and Literature)

- 1. Elementary German** **three hours**
 The elements of German grammar; simple reading exercises, pronunciation; written assignments.
- 2. Elementary German** **three hours**
 Continuation of the above course; special topics in grammar and greater emphasis on reading. PR: 101 or one unit of high school German.
- 3. Special Topics in German** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 4. Intermediate German** **three hours**
 Grammar review; composition; conversation; reading of fiction. The principal aim of the course is the reading of narrative of moderate difficulty. PR: German 102 or equivalent.
- 5. Intermediate German** **three hours**
 This course continues the work of German 201. PR: German 201 or equivalent.
- 6. Masterpieces of German Literature** **three hours**
 This course emphasizing reading and aural comprehension of a wide range of German poetry, fiction, and drama. May be substituted for German 201 or German 202, with

permission of the instructor. Laboratory used. PR: 9 hours German, or permission of instructor.

230. German Special Topics II

three hour

Individualized study according to the needs and aims of the student in areas such as nonfictional material, contemporary fiction, civilization and culture, scientific German selected literary works, or a combination of these. May be substituted for German 201 or 202. PR: Consent of the instructor.

301. The German Novelle

three hour

A study of the German Novelle as a literary form of the nineteenth and twentieth centuries, with attention also being given to the German cultural and social environment. Continued work in composition and conversation. PR: 12 hours, or permission of instructor.

302. German Drama and Lyric Poetry

three hour

A study of selected German plays and lyric poems, with emphasis on the work of Goethe and Schiller. Continued work in composition and conversation, and aural comprehension. PR: 12 hours, or permission of instructor.

303. Special Topics

three hour

A course of individual study under supervision in a topic and skill of special importance to the student, such as the reading of literary or scientific material, aural comprehension, or pronunciation. Laboratory work may be included. PR: 9 hours, or permission of instructor.

Health Education

(Division of Health, Physical Education,
Recreation, and Safety)

100. Personal Health

two hour

Meaning and significance of physical, mental, social and environmental factors of health and safety as related to the individual and to society; important phases of national problems; leading causes of disease and deaths; health problems young people encounter with special emphasis on college students current needs.

150. Introduction to Health Science

two hour

In-depth study of the several content areas relating to health, contemporary health problems, and reciprocal relationships involving man, disease, and the environment.

199. Special Topics in Health

one-twelve hour

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

200. Foundations of Health Education

two hour

Historical, philosophical, sociological, and scientific foundations of Health education as it relates to the present educational system and the changing society.

202. Community Health Problems (PRE: Biol. 101 and 102)

three hour

Philosophy, organization, identification and function of federal, state, and local public health agencies, and their role in dealing with community health and safety problems presented.

204. Health/Safety Seminar

three hour

A comprehensive analysis of the development of concepts essential for competence in healthful school living, and the maintenance of a safe lifestyle. The experience will also involve the development of essential first aid skills to meet emergency situations that may develop.

- 10. School Health Programs** **three hours**
A comprehensive approach to the development of school health programs based upon the contemporary health needs and problems of students.
- 70. Contemporary Health Issues (PRE: Psy. 101 and Soc. 110)** **three hours**
Identification, analysis and evaluation of our most critical health problems confronting society including drug abuse, addiction, human sexuality, cardiovascular disease, malignant neoplasm (cancer), and environmental health.
- 100. Health Education for the Elementary School** **two hours**
Study of those specific areas of health relating to the needs of elementary school children.
- 10. Seminar in Public Health Education** **four hours**
Presentation of the historical and philosophical development of public health agencies including governmental aspects, legal bases, organizational principles, personnel factors, and public relations. Periodic field trips are included during the second eight weeks.
- 12. Drug Use — Abuse — Addiction** **two hours**
An interdisciplinary analysis of contemporary drug issues and problems, students will examine physiological, psychological, social, historical, legal and health aspects of drug use, abuse, and addiction.
- 15. Human Sexuality** **two hours**
Identification of the trends, issues and content are analyzed to develop methods and materials in sex education.
- 25. Environmental Health** **two hours**
Designed to acquaint the student with traditional causes and emerging problems related to man's knowledge and understanding of environmentally-induced diseases. A study of the man-environment relationships conducive to optimum health.
- 31. Methods and Materials for Health Education** **two hours**
Development within each student of the interrelationships of curriculum planning methodology with the selection and use of teaching aids and materials. Special problems associated with health teaching discussed in relation with student needs at specific levels of development.
- 50. Field Practicum in Public Health** **four hours**
Field practice in public health for one semester under supervision of public health professionals. Pass/Fail.

History

(Division of Social Science)

- 07. United States History I** **three hours**
The Age of Discoveries to the Reconstruction Era.
- 08. United States History II** **three hours**
The Reconstruction era to the present time.
- 11. History of Civilization I** **three hours**
The earliest times to the beginning of the modern era.
- 12. History of Civilization II** **three hours**
The beginning of the modern era to the contemporary period.
- 09. Special Topics in History** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

- 250. History of Technology** three hours
A survey course from pre-historical tool-making to atomic energy and computers in the 20th century. Credit in history or Industrial-Technical Education.
- 302. West Virginia** three hours
West Virginia history, government, and geography from the first settlements to the present time.
- 305. History of England** three hours
From Roman Britain to the present day.
- 312. Diplomatic History of the United States** three hours
The foreign relations of the United States and the development of basic American foreign policies from the colonial period to the present.
- 315. Colonial America** three hours
The American colonies from their beginnings to the end of the Revolutionary War.
- 316. American Federal and National Period** three hours
United States history from the Revolutionary War to the close of the Mexican War.
- 317. Civil War and Reconstruction** three hours
The victory of the Federal Union over sectional division.
- 318. The Gilded Age to the Great Crash** three hours
The United States from 1876 to 1929.
- 319. Recent America** three hours
America's emergence as a leading world power.
- 320. American Economic History** three hours
Economic development of the United States from the colonial period to the present.
- 325. Medieval Europe** three hours
Formative development in intellectual, social, economic, and political history from the fall of Rome.
- 326. American Constitutional History** three hours
The origins of the Constitution of 1787 and the role of leading jurists and landmark cases in shaping the American Constitutional traditions.
- 330. Early Modern Europe** three hours
From the Renaissance and Reformation to the Age of the French Revolution.
- 331. Revolutions in History** three hours
A study of revolutionary thought and action as a force in world history since ancient times. Major topics include the American and French Revolutions of the 18th century, the Chinese and Russian Revolutions of the early 20th century, and a sampling of more recent revolutionary movements in representative regions of the world.
- 340. Europe in the Nineteenth Century** three hours
Nationalism, imperialism, and industrial development before the First World War.
- 341. Recent Europe** three hours
Problems of readjustment in the twentieth century: the League of Nations, Fascism and Communism, the Second World War, the Cold War, the Common Market.
- 342. Diplomatic and Military History of Europe** three hours
The development of military and diplomatic techniques and foreign policies from the Middle Ages to the present day.
- 343. Urban History** three hours
An examination of the historical role of the city as a concentration of social, economic and technological activities, political ambitions, and creative impulses.
- 344. Heroes and Hero Worship: Great Leaders of the 20th Century** three hours
Selected political, military, and religious leaders of the twentieth century, using biographical and auto-biographical materials to analyse, compare, and contrast their roles in recent and contemporary history.

2. History of Latin America	three hours
Conquest and colonial developments in South America from Columbus to Latin America's role in contemporary perspectives.	
5. History of Africa	three hours
Survey of African history from the earliest time to the present with emphasis on the medieval, colonial, and modern periods.	
1. Social and Intellectual History of the U.S.	three hours
Main currents of social and intellectual history of the U.S. from the colonial period to the present day.	
3. Social History of the American Woman	three hours
An examination of women's changing roles and contributions to American society.	
5. Philosophy of History	three hours
A survey of the philosophical systems, both speculative and analytical, that have been advanced to evaluate humanity's historical experience. Credit in either philosophy or history.	
6. Civilization — A Personal View	three hours
An interdisciplinary course using Kenneth Clark's films depicting the cultural life of Western man.	
0. Afro-American History and Culture	three hours
The Negro in American life to the Civil War.	
1. Black Man in America	three hours
The history and culture of the Black Man in the United States from 1865 to the present. (Credit in history of sociology)	
0. The Ecology of Man	three hours
A transdisciplinary study of man's relationship to the natural environment, including problems of technology and pollution; historical and philosophical origins of conservation; ecological ethics; and environmental planning.	
0. Area Study	one-twelve hours
A study of a region of the world conducted on an interdisciplinary basis. The area and the span studied will be determined by the instructor. PR: Consent.	
4. History of Asia I	three hours
Historical and cultural development of Asia to 1800.	
5. History of Asia II	three hours
Impact of the West on Asian nations from 1800 to the present.	
3. Russia	three hours
Development of the Russian people from the time of their appearance as a national entity, through the tsarist, imperial, revolutionary, and Soviet eras to the present.	
5. ABC Powers of Latin America	three hours
An in-depth analysis and study of the three leading powers of Latin America — Argentina, Brazil, and Chile.	

Home Economics

(Division of Technology)

1. Clothing Construction	three hours
Application of principles of clothing construction in relationship to selection of compatible fabric and design to produce garments for the individual; development of construction techniques using various fabrics.	

- 102. Advanced Clothing Construction** **two hours**
Principles and practices involved in tailoring suits and coats comparable with ready-to-wear.
- 103. Clothing Selection** **two hours**
Appropriate clothing for the individual, family, and selected groups; emphasis includes art principles, fashion trends, history of costume, buying practice, and legislation of textiles and clothing.
- 110. Elementary Nutrition** **two hours**
A study of the basic principles of human nutrition to the selection of food for individuals throughout the life cycle under varying economic, social and cultural situations.
- 130. The Child and Community** **three hours**
A course designed to help the student understand the sociocultural forces (community, government, technology, economic) that affect the young child; and to examine supportive services for children with various needs, as well as the role of the child development associate in carrying out these services. Take concurrently with 132.
- 131. Programs for Early Childhood** **three hours**
Historical background and present-day theories of early childhood programs. The infant and young child at home in children's centers. Relationship of children's center. Relationship of children, parents, and communities. Administration of programs.
- 132. The Child and Community Practice** **three hours**
Observes the role of the middle-professional in the various agencies throughout the community and begins to work in the agency in a general sense. Take concurrently with 130.
- 140. Introduction to Interior Decoration** **three hours**
A survey of different career possibilities in the field of interior design. The role of the decorator in furniture stores, department stores, decorator studios, and independent operations is developed.
- 199. Special Topics in Home Economics** **one-three hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free elective in degree and certificate programs.
- 200. Practicum: Child Development** **three hours**
Utilizing the knowledge from all courses the student will be responsible for planning and implementing an eight-week program for a child development center.
- 201. Principles of Food Selection and Preparation** **three hours**
A study and application of food principles of food preparation including selection, marketing, nutritional value, storage, preservation, and meal service. The class meets for lecture two times a week with one two-and-one half hour lab period per week.
- 202. Advanced Foods** **two hours**
A continuation of Home Economics 201 with an emphasis placed on more advanced techniques in preparation of food. The theory and practice of preparing and serving family meals requires the management of time, energy, money.
- 210. Textiles** **three hours**
Production of fabric from source to end use; properties of textile fibers in relationship to performance and use, textile selection and maintenance for apparel and home furnishings.
- 219. Introduction to Food Service Industry** **two hours**
Describes different careers available in the food service industry, discusses training programs conducted by restaurants and other food services and includes tour of different types of food service available in the area.
- 220. Diet Therapy and Community Nutrition** **three hours**
This course discusses the nutritional needs of different age groups, the special nutritional requirements in various diseases and the planning of menus to meet these various

nutritional needs. Includes both health care facilities and community feeding programs (including school lunch) under supervision of a registered dietitian or food service director.

1. Food Service Equipment **two hours**
Selection of equipment, layout and design for quantity food preparation.

2. Food Sanitation and Safety **three hours**
Federal, state and local regulations regarding sanitary and safety controls as they relate to food service; identification of sources of food-borne diseases and methods of prevention and control; principles of positive health, and personal hygiene, and safety involved in food handling; emphasis is placed on practical application in food service institutions.

3. Quantity Foods **three hours**
Principles and techniques of quantity food preparation. Use of standardized recipes and institutional equipment.

4. Practicum I **four hours**
Training in institutional Food Service in cafeteria or food service with supervision.

5. Practicum II **four hours**
Training in institutional Food Service in cafeteria or food service with supervision.

6. Food Purchasing and Storage Costs **three hours**
Principles of marketing, sanitation and storage of all food commodities for food service institutions.

7. Food and Beverage Merchandising **three hours**
This course discusses catering for different types of social functions, dining room management and service to gain customer satisfaction. It also deals with purchase specifications, management and quality as applied to tableware, furnishing, equipment and supplies.

8. Organization and Administration of Food Service **three hours**
Principles and problems of organization and administration as related to food service. Labor regulations are included.

9. Food Management Seminar **one hour**
Coordinates and reviews materials student has learned, discussed various food service management problems and solutions.

10. Theory and Practices in Work with Young Children **three hours**
A course designed to build competencies in parents and workers with young children. Family and long-range program development with emphasis on continuity in learning experiences. Take concurrently with 232.

11. Practicum with Young Children **three hours**
Utilizing knowledge from theory and practice, the student will plan programs and enrichment activities for children in various settings. Take concurrently with 230.

12. Applied Design **two hours**
An extensive study of design in relation to the creation, selection, and arrangement of enrichment items in their homes and lives.

13. Practicum **four hours**
Training in retail interior decorating service working under supervision.

14. Special Topics in Home Economics **one-three hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free elective in degree and certificate programs.

15. Nutrition **three hours**
A study of the principles of nutrition with application of planning adequate diets for normal individuals and family groups of varying cultural and economic levels. National and international problems of nutrition are included.

305. Nutrition in the Public School**three hours**

A study of the essential principles of nutrition for the teacher in public schools. Includes methods of teaching nutrition to children at different grade levels. The Federal school lunch program studied as an integral part of the school nutrition program.

310. Family Life**three hours**

A study of the changing American family and of interpersonal relationships between family members at each stage in the family life cycle. Special reference to mate selection, adjustments, crises and supports for families.

312. Consumer Education**three hours**

A study of the selection of consumer goods and factors affecting selection such as labeling, advertising, credit, contracts and consumer legislation, car, health and life insurance for family security, social security and wills.

315. Home Management**three hours**

A study of management process and its effect on the family. Decision making, economics, effective use of resources and the interaction of values, standards, and goals are considered for the family.

316. Household Equipment**two hours**

Structured to develop criteria for intelligent selection, use, care, and maintenance of household equipment used in the home.

318. Management Problems**two hours**

Analysis and application of management principles. Common problems of families and of resources; management of relationship will be resolved by students through planned supervised experiences by observation or participation.

320. Home Planning and Furnishing**three hours**

Designed to help individuals analyze social, physical, economic and psychological needs which must be met by their housing. House plans and furnishings studied in relation to use, economy, beauty, and individuality.

328. Cognitive, Affective Development of Children**three hours**

Examines theory and research relevant to Cognitive and Affective development of children ages 3-5. Particular emphasis is placed on applying theory and research in planning curricula and instruction for young children. Laboratory experience is required.

330. Child Care and Development**three hours**

Examines theory and research relevant to cognitive-perceptual, language, social, emotional and psychomotor development in early childhood. Particular emphasis is placed on becoming an objective observer of young children and in applying research and theory in interpreting behavior and planning for development and learning.

331. Adolescent Development**two hours**

Examines theory and research relative to physical growth, intellectual development, relationships with parents and peers and growth in self direction. Special attention given to the quest for identity and self-concept.

332. Child Development Problems**one-three hours**

Supervised experience in working with pre-school children. Appreciation of the value and research in planning programs, materials, and guidance to enhance development and learning in all areas of child development. PR: 330 or take 330 concurrently.

351. Home Arts**three hours**

A study of the principles of design. Basics of home and applied arts through the use of color, texture, and line. Articles constructed through the techniques of stichery, texturing, printing, and handicrafts.

371. Problems in Interior Design**one to four hours**

Provides an opportunity for the student to pursue directed, independent study in areas of housing and design. The class will meet a double period twice a week for one hour of semester. One hour per semester. This may be repeated in different areas of interior or problems in home furnishings for a maximum of 4 hours credit. PR: consent of instructor.

- Special Topics in Home Economics** **one-three hours**
 studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- Tailoring** **three hours**
 Construction of a basic dress, suit, and accessories with emphasis on selection of fabric, fitting, and tailoring details. Consult instructor for prerequisites.
- Methods in Vocational and Adult Education** **two hours**
 Methods and materials for the development of consumer homemaking programs, vocational education, adult programs, and career education for secondary, post secondary, and adult levels. Emphasis given to preparation of curriculum materials for the various programs, and the legislation involved in implementation.
- Methods and Materials in Teaching Home Economics** **two hours**
 Required course for student teachers; the special methods for the subject area. Philosophy and goals of home economics, organization of teaching materials, and techniques, curriculum planning. Selection of equipment and supplies to manage a home economics department analyzed.
- Special Topics in Home Economics** **one-three hours**
 studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

Human Services

(Community College)

- College Orientation** **one hour**
 This course is designed to acquaint entering freshmen with various academic, economic, and social aspects of college life, including student services such as the academic advising system. This course is offered on a credit/non-credit basis.
- Special Topics in Human Services** **one-twelve hours**
 studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

Journalism

(Division of Language and Literature)

- Special Topics in Journalism** **one-twelve hours**
 studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- Reporting** **three hours**
 Comprehensive study of fundamental journalistic writing forms, styles and mechanics in both print and broadcast media, including school publications. Gives practical experience in basic writing styles used in scholastic, collegiate and professional mass media. Suitable as a test of writing ability and for making the student a more discerning media consumer. Open to second semester freshmen and above or to first semester freshmen with previous high school journalism experience or to those exempt from English 104 or 108 through CLEP. Required for journalism teaching specialization as well as

non-teaching journalism minor. Offered both winter semesters. Three hours arranged lab required. (Enroll in both Journalism 240 and Journalism L240).

270. Communication in Society

two hours

Survey of mass media in a democratic society and an introduction to mass media careers, opportunities and preparation. Open to all students. Of interest to those undecided about their careers, especially those with scholastic journalism experience. Required for journalism teaching specialization and non-teaching journalism minor. Offered during spring semester.

271. The Newspaper and Society

three hours

Definitive study of responsibilities, laws and ethics in relation to the news media. Covers the social responsibility theory of the press as it evolved in this country and ethics affecting news media and news media's effect on the law. Reinforces necessity for accuracy in the media. Offered only in summer.

280. History of American Journalism

three hours

Comprehensive chronological presentation of the development of American mass media by showing relationship of the past with the events of today and delineating their impact on the American way of life. Examines the American press from the seventeenth century to date, freedom of the press and its present implications. Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered during fall semester usually in alternate years.

312. Publication Problems

three hours

Practical approach to problems typical to anyone charged with producing a publication, particularly teachers who may supervise a student newspaper, yearbook, magazine, or handbook. Problems of staff organization, training, finance, format, ethics, public relations. Three hour laboratory arranged. Required for both the journalism teaching specialization and the non-teaching journalism minor. Offered usually during spring semester. PR: Journalism 240 and 343, or instructor's consent if 343 has not been completed.

320. Principles of Advertising

three hours

Concerns the management, planning, creation and use of advertising in view of today's social attitudes, consumer trends, government controls, management pressures, and changes within the advertising structure. Taught by the commerce faculty for both business and journalism students. Required for the journalism teaching specialization. Journalism majors and minors, register for Journalism 320, not Business 320.

330. Advanced Reporting

three hours

Advanced study and practical application of journalistic writing techniques with practicalicum on Fairmont newspapers. Emphasis on investigative reporting and in-depth feature writing with assignments for campus publications. Enrollment suggested for seniors or students who have had extensive writing and editing assignments on college publications. PR: Grade C or higher in Journalism 240.

334. News Photography

two hours

Basic camera and developing techniques during four hours of lecture-laboratory time per week. Introduces photography as a means to document and a medium of expression. Camera, film supply, equipment and chemicals required. Taught with cooperation of technology division. Limited enrollment. Required for both the journalism teaching specialization and the non-teaching journalism minor.

340. Journalism Practice

two hours

Practical writing experience on the college newspaper, yearbook, public relations, sports information staffs or area broadcast outlets plus guided reading in the student field of major journalistic interest. Minimum of three lab hours required weekly. Required for teaching specialization in journalism. Offered first semester during both fall and winter semesters on an arranged basis. PR: completion of Journalism 240 and/or consent of instructor.

Journalism Practice **two hours**
 Continuation of Journalism 340. An elective for the journalism teaching specialization or the journalism minor, providing a variety of journalistic opportunities in print and/or broadcast journalism depending on the individual student's interest and expertise. PR: Journalism 240 and/or 343 or instructor's consent.

Copy Editing and Makeup **three hours**
 Intensive study of modern editing and makeup practices, copy-reading, proofreading, headline writing principles. Production processes, photo-journalism selection, and advertising are related to publication of newspapers, magazines, yearbooks, and other forms of print journalism. Provides application of techniques through practical experience on college publications. Three hours arranged lab required. (Enroll in both Journalism 343 and L343). Required for both the journalism teaching specialization and the journalism teaching minor. Offered usually during fall semester. PR: Grade of C or better in Journalism 240.

Methods and Materials in Teaching Journalism **two hours**
 Part of the Initial Performance Practicum. Study and practice in techniques of teaching journalism and advising school publications. (Students may elect to take their special methods course in their other teaching specialization.)

Legal Assistant

(Division of Social Science)

Introduction to Paralegal Studies **three hours**
 This course will introduce the student to the role, functions and responsibilities of the legal assistant and will give the student an overview of the legal system. The student will become familiar with the following topics: the source nature and meaning of the law; the American legal system; the various areas of the law in which the legal assistant will qualify to work; lawyer and legal assistant functions, responsibilities and relationship; law office management; professional ethics and liabilities.

Legal Research **three hours**
 This course will train the student to engage in legal research. The student will learn to effectively use legal resources and will become familiar with the more commonly used forms of legal publications and classifications.

Real Estate Law **three hours**
 Practical study of West Virginia laws that pertain to real estate transactions. The course also included governmental regulations that affect real estate transactions and construction.

Estates and Trusts **three hours**
 Study of the fundamental principles of the law of wills and trusts. This course will enable students to assist the lawyer in the preparation of documents, in the planning of estates, the preparation of wills and trusts, and the administration of estates.

Criminal Law **three hours**
 Structure, definitions and interpretations of criminal statutes of particular interest. Scope, purpose and definition of the criminal law in general, including the study of crimes against the person, property and other offenses.

Family Law **three hours**
 Study of the law of domestic relations including marriage, marital contracts, annulments, separation, divorce, child custody, child support, alimony, tax consequences, adoption, guardianships, etc. . . . , and a study of procedures required in such matters.

205. Litigation

three hours

This course will train the student to assist the lawyer in the pre-trial, trial and post-trial process. The student will learn to prepare case profiles, to collect information and check the accuracy of information, to summarize depositions and testimony, to draft interrogatories, complaints, pleadings to organize documents and exhibits, to locate witnesses, prepare witnesses and to do legal research.

Library Science

(Division of Language and Literature)

101. How to Use a Library

one hour

Introductory course on how to use libraries and library materials, with emphasis on the Fairmont State College Library. Five three-hour sessions consisting of lecture, programmed texts, and audio-visual presentation. Open to all students.

120. Introduction to Library Science

three hours

A study of the historical development of libraries and their relationship to the community as a whole. Basic terminology and tools of the field are introduced. Resource people identify and define the tasks and competencies required of the library personnel.

199. Special Topics in Library Science

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

200. Reference and Bibliography

three hours

The study of basic reference sources. Evaluation, selection, use, literature searching and bibliographic compilation are stressed. PR: 120 or consent.

210. Library Materials for Adolescents

three hours

A study of the philosophy, principles and criteria used in selecting materials for young people. Selection aids and professional tools are studied. Overall collection building and evaluation are emphasized. A wide variety of adolescent material is studied. PR: 120 or consent.

302. Cataloging and Classification

three hours

An introduction to the general principles of descriptive cataloging and entry work through a study of the Anglo-American Cataloging Rules. Construction of a call number is studied through use of the Dewey Decimal Classification and Cutter tables. Six subject headings are used to present the basic principles of subject analysis. The practical aspects of these processes are stressed through their application to book and non-book materials. PR: 120 or consent.

304. Organization and Administration

three hours

A study of the philosophy, objectives, and procedures involved in the functioning of libraries. Emphasis on planning the physical facility, equipment, standards, staff, budgeting, ordering, services, instruction, displays and public relations. PR: 120 or consent.

400. Library Practice

three hours

At least 100 hours of practical experience in a school, public, academic, or special library. For Bachelor of Arts in Education this course is taken concurrently with Education 420 or Education 450. PR for A.B. in Education: LS 120, 200, 210, 302, 304, 307, Educ. 424.

Mathematics

(Division of Science and Mathematics)

Applied Technical Mathematics I **three hours**
 An introduction to fundamental mechanics and techniques for performing operations on algebraic expressions and subsequently solving linear equations, systems of linear equations, quadratic equations, radical equations and polynomial equations. This course cannot satisfy general studies requirements.

Applied Technical Mathematics II **three hours**
 A continuation of Math 101, this course is designed to develop methods of solving right triangles and oblique triangles using trigonometry. Other topics discussed will be complex numbers, progressions and the binomial theorem. This course cannot satisfy general studies requirements. PR: Math 101.

Mathematics for Elementary Teachers I **three hours**
 An introductory course in mathematical ideas. This course includes basic concepts of theory, properties of operations and a logical development of the real number system and its subsystems. Understanding of the basic operations is stressed. This course cannot be used as math credit toward certification for teaching mathematics. Credit for this course does not count for general requirement in science and mathematics.

Intermediate Algebra **three hours**
 A course for students deficient in high school algebra. This course cannot be used as mathematics credit toward certification for teaching mathematics. Credit may be earned for either Math 111 or 101 but not both courses. PR: One unit of high school algebra.

Intermediate Mathematics I **three hours**
 An introductory course of integrated algebra, trigonometry, and related topics, for students who have not had an equivalent course in high school. This course cannot be used as mathematics credit toward certification for teaching mathematics.

Intermediate Mathematics II **four hours**
 An integrated course of the material traditionally offered in College Algebra and Trigonometry, and related topics. For students who have not completed an equivalent course in high school. PR: 112 or equivalent.

Calculus I **four hours**
 The simpler techniques of differentiation and integration for the elementary functions. Step functions and their integral, the exact area under a monotonic curve, the definite integral. Limit of a function, slope of a curve, tangents, instantaneous rates. Continuity algebra of limits, existence of limits, continuous functions. Derived functions, $D(u + v)$, Dcu , Cuv , Du^n , differentiation of polynomials. Interpretation and applications of derivatives. Mean value theorem. Taylor's theorem, higher order derivatives, cut-off Taylor's series as approximations, convexity, constant acceleration, maxima and minima. Differentiation of rational functions, maxima and minima with side conditions. The antiderivative, differential equation $DF(x) = f(x)$, antiderivative formulas, fundamental theorem of calculus. Integration by parts, algebraic properties of integrals, applications, area, mean value of a function, falling bodies, work, volumes, moments. Derivatives, of negative powers, application, Theory of logarithms and general powers. Exponential functions. Tangent and normal, orthogonal curves, angle between curves, circle and parabola. Arc length, polar coordinates. Derivatives and integrals of trigonometric functions. Periodic motion, simple harmonic motion. Inverse trigonometric functions. Numerical methods: trapezoidal rule, Simpson's rule, Newton's method. PR: 115 or equivalent.

Special Topics in Mathematics **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free credits in degree and certificate programs.

200. Mathematical Logic**three hours**

Sentential and general theory of inference, theory of proof and definition, elementary intuitive set theory. PR: Math 116 or consent.

201. Mathematical Logic**three hours**

A continuation of Math 200. PR: Math 200.

205. Fundamental Concepts of Mathematics**three hours**

An introductory, survey, course in mathematics including elementary logic, set language, a discussion of various number systems, numeration systems, introductory number theory, probability, and other related topics. This course will be offered each semester. Credit cannot be earned in both Math 205 and Math 110.

206. Introduction to the Theory of Numbers**three hours**

Prime Numbers; the unique factorization theorem; congruencies; Diophantine equations; primitive roots; the quadratic reciprocity theorem. PR: Math 116 or consent.

210. Mathematics for Elementary Teachers II**three hours**

This course is intended to follow Math 110. Topics covered in the course include introduction to logic, numeration systems including bases other than ten, properties of real numbers, finite mathematics, solution of equations and inequalities. Credit for this course does not count for general requirement in science and mathematics. PR: Math 110.

212. Sets, Relations and Functions**three hours**

Topics to be studied are those related to sets, relations and functions which are common to most upper division mathematics courses. This course is designed and highly recommended for students majoring or minoring in mathematics but maybe used by other students to satisfy their general education requirement. The course will be offered during the fall semester of each year.

214. History of Mathematics**three hours**

A historical development of mathematical ideas beginning with the geometry and computational methods of antiquity and continuing through the calculus. PR: Math 110 or equivalent.

315. Calculus II**four hours**

A continuation of Math 116. PR: 116.

316. Calculus III**four hours**

A continuation of Math 315. PR: 315.

323. Mathematics for Elementary Teachers III**three hours**

This is the last of three courses intended to give prospective elementary teachers an adequate background and training in the concepts and skills of basic mathematics. A study of metric and non-metric geometry will be made, including both an informal and formal approach to proofs of elementary theorems. Credit for this course does not count for general requirement in science and mathematics. PR: Math 110.

335. Probability and Statistics**three hours**

Sample spaces, events as subsets, probability axioms, finite sample spaces and expected probable measure as special case, binomial coefficients and counting techniques applied to probability problems, conditional probability, independent events. Bayes' formula. Random variable, probability functions, density and distribution functions, special distributions, independent random variables. Poisson and normal approximation to the binomial, some statistical applications. Estimation and sampling, point and interval estimation, hypothesis-testing, power of a test, regression. PR: Math 315 or consent.

336. Probability and Statistics**three hours**

Random variables and distributions, sequences, of random variables, Markov chains, stochastic process. PR: Math 335.

342. Numerical Analysis**three hours**

Solution of equations. Functional iteration of equations, analysis of special methods such as the methods of false position and of Newton; iteration for systems of equations.

Reduction to first order systems. Gaussian elimination and some iterative methods for inversion. PR: Math 315 and EDP 103 or consent.

Abstract Algebra three hours
sets, relations, functions, operation, etc. Algebraic systems: integers, rationals, matrices, etc. Isomorphism and examples. Equivalence classes. Groups. Subgroups, cyclic groups, basic theorems Lagrange's theorem. Homomorphism, normal subgroup, quotient group. The isomorphism theorems. Rings, integers, matrices, polynomials, integral domains, fields, quotient field. Homomorphism, ideals, residue class rings. Unique factorization domains. Euclidean domains, integers, polynomials over a field. Division algorithm, highest common factor, unique factorization in Euclidean domain. PR: Math 315 or consent.

Linear Algebra three hours
vector spaces abstractly defined. Linear dependence and independence. Bases and dual spaces. Dimension of linear space. Linear mappings, kernel and image of a map. Rank and nullity. Linear maps as a vector space. Composition of mappings and multiplication of matrices. Relation between linear mappings and systems of linear equations. Row reduced echelon matrix, invertible matrices, calculation of inverse. Linear inequalities and vector spaces. PR: Math 316 or consent.

Modern Geometry three hours
the idea of convexity; separation of planes by lines, and of space by planes. The concept of betweenness. Distance functions and angular measurement functions, and axioms governing them. Metric definitions of congruence-relations, for segments, circles and triangles. The parallel postulate. PR: Math 116 or consent.

Projective Geometry three hours
extended Euclidean plane, elements of perspective, linear transformations in \mathbb{P}^2 , the projective foundation, the complete four-point and complete four-line, conics, introduction of coordinates. PR: Consent.

Topology three hours
study of sets, relations, functions, cardinal numbers and orderings. Topological properties, including continuity, convergence, separation, compactness and connectedness. PR: Math 315.

Introduction to Analysis three hours
real numbers, topology of the reals, infinite series, continuous functions, sequences of functions, differentiation, integration, power series. PR: Math 316.

Introduction to Foundations of Mathematics three hours
continuation of 391. PR: Consent.

Seminar one-three hours
PR: Consent.

Differential Equations three hours
first-order and simple higher-order ordinary differential equations and their applications, linear differential equations with constant coefficients and their application, simultaneous differential equations and their applications, the numerical solution of differential equations, solution of differential equations by use of series. PR: Math 316.

Advanced Calculus three hours
sets, relations and functions, composite and inverse functions, countable sets, ordered sets, sequences, operations with sequences nested intervals, Cauchy sequences, open and closed sets, limits and continuity, differentiation, integration. PR: Math 316 or consent.

Introduction to Complex Variables three hours
the algebra and geometry of complex numbers. Definitions and properties of elementary functions, e^z , $\sin z$, $\log z$. Analytic functions. Limits, derivatives, Cauchy-Riemann conditions. Integration. Integrals, functions defined by integrals. Maximum modulus, Liouville's theorem, fundamental theorem of algebra. Series. Taylor and Laurent series.

Uniform convergence, term-by-term differentiation, uniform convergence in general. Domain of convergence and classification of singularities. The residue theorem. *Math 315.*

431. Methods and Materials in Teaching Mathematics

two hours

This course is designed for senior education majors with a math teaching specialization of either grades 7-12 or 4-8. This course should be taken during the I.P.P., but may be taken earlier only with the consent of the instructor.

Medical Laboratory Technology

(Division of Allied Health)

101. Introduction to Medical Laboratory Technology

three hours

Principles, practices and history of medical technology and relationship of the laboratory as part of the medical team are presented. Students will be oriented to medicine as a profession and the ethics involved. PR: Admission to the program.

102. Introduction to MLT

three hours

Continuation of MLT 101 with emphasis on the practical aspects of medical technology. Through a combination of lecture and laboratory experience, students will be exposed to basic clinical laboratory techniques including: instrumentation, venipuncture and clinical microscopy. Two lab hours per week and two lecture hours per week. PR: MLT 101.

199. Special Topics in Medical Laboratory Technology

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

200. Clinical Serology Lecture

one hour

Lectures dealing with antigen-antibody reactions, explanation of types and general principles of serologic tests including tests for syphilis, febrile agglutination, and latex fixation. PR: MLT 101 and 102.

201. Clinical Serology Practicum

one hour

Laboratory practice in the performance of serologic tests. Students will receive experience in tests utilizing serial dilution, agglutination reactions, and other methods of antigen-antibody testing. PR: MLT 101 and 102.

202. Clinical Biochemistry Lecture

five hours

Lectures explaining procedures utilized in the clinical chemistry laboratory. Principles, reactions, and diseases related to the various biochemical tests will be discussed. PR: MLT 101 and 102.

203. Clinical Biochemistry Practicum A (First Rotation)

two hours

Laboratory experience in the basic methods of chemical analysis and reagent preparation. Students will receive practice in manual as well as automated methodologies. PR: MLT 101 and 102.

204. Clinical Biochemistry Practicum B (Second Rotation)

three hours

Continuation of Practicum A with emphasis on developing proficiency in the performance of the various chemical tests. PR: MLT 101 and 102.

205. Clinical Microbiology Lecture

three hours

Lectures in clinical bacteriology. Both pathogenic and non-pathogenic bacteria will be studied. Biochemical and serological methods will be discussed relative to the identification of various bacteria. PR: MLT 101 and 102.

206. Clinical Microbiology Practicum A (First Rotation)

one hour

Laboratory experience in basic microbiology procedures. Students will learn methods of handling specimens, preparing media, and performing various tests leading toward

- ntification of bacteria. PR: MLT 101 and 102.
7. **Clinical Microbiology Practicum B (Second Rotation)** two hours
Continuation of Practicum A with greater emphasis on identification of various micro-organisms. PR: MLT 101 and 102.
8. **Clinical Mycology and Parasitology** two hours
Students study the morphology, cultural characteristics and other methods of identifying mycobacteria, yeasts and parasites. PR: MLT 101 and 102.
9. **Clinical Microscopy Practicum** two hours
Laboratory practice in the collection and performance of various urinalysis tests including microscopic examination of urinary sediment. Students also receive practice in analysis of gastric contents and kidney stones. PR: MLT 101 and 102.
10. **Clinical Hematology Lecture** four hours
Lectures in blood physiology and the principles of the various hematological tests used to measure the blood components. Material on coagulation is also included in the course. PR: MLT 101 and 102.
11. **Clinical Hematology Practicum A (First Rotation)** two hours
Laboratory experience in evaluating blood smears, practice in manual and automated counting techniques and coagulation procedures. PR: MLT 101 and 102.
12. **Clinical Hematology Practicum B (Second Rotation)** two hours
Continuation of Practicum A with emphasis on proficiency in reading blood smears. PR: MLT 101 and 102.
13. **Immunohematology Lecture** three hours
Lectures explaining the immune process and the theory of blood banking. Students study the principles of Antigen-Antibody reactions dealing primarily with blood transfusions. Legal aspects of Blood Banking will also be included. PR: MLT 101 and 102.
14. **Immunohematology Practicum A (First Rotation)** one hour
Laboratory experience in the techniques of blood banking. Students learn to type blood, crossmatch blood and prepare some blood components. PR: MLT 101 and 102.
15. **Immunohematology Practicum B (Second Rotation)** two hours
Continuation of Practicum A with emphasis on donor history taking and donor bleed-PR: MLT 101 and 102.

Medical Record Technology

(Division of Allied Health)

16. **Directed Practice I** one hour
This course is a practice in which students work in medical records in a health care institution.
17. **Medical Record Science I** three hours
This course serves as an introduction to the functions and duties of a Medical Records Technician, the National Organization as well as job opportunities and educational certification requirements. Also serves as an orientation to the study of the basic medical record, analysis assembly, filing, record as well as storage and retrieval.
18. **Medical Record Science II** five hours
This course continues the elements from MRS 104. Included in this course are basic principles, interdepartmental relationships, as well as additional material for filing, numbering and storage systems. Four hours lecture and two hours laboratory, per week. PR: MRS 104.
19. **Directed Practice II** two hours
This course is an advanced practicum in which students will practice actual transcription of the records, learn to spot deficiencies, and will begin to examine methods of preparing statistical reports. PR: MRS 103.

109. Hospital Statistics

three hours

Hospital Statistics is a course in which the methods of computing statistics of health care institutions and storage areas for this material will be discussed. Basic statistics applicable to health care institutions will be introduced. PR: MRS 104.

205. Medical Record Science III

five hours

This course is mainly devoted to the coding and indexing disease. Various methods of coding as used in other health care areas and the history of each system. The method of storage of this information is presented. Four hours lecture and two hours laboratory, per week. PR: MRS 103, 104, 105, and 106.

206. Directed Practice III

three hours

This course continues the practicum in local health facilities. The student will be performing technical activities in the medical record department. This will include admission procedures, interviewing, discharge procedure, assembly and analysis of records and coding and indexing of diseases. PR: MRS 103 and 106.

207. Medical Record Science IV

five hours

Hospital statistics and research methods. Preparation of case studies and graphic presentation of medical data. Committee procedures and current legislation on health care. Diverse coding principles. PR: MRS 205, 206.

208. Medical Record Science Directed Practice IV

three hours

Preparation and transcription of various types of medical reports. Research techniques in preparing special study data. Statistics; daily census, computation, and presentation of monthly and annual reports, reporting vital statistics, and presentation of monthly and annual reports, reporting vital statistics, completion of questionnaires. PR: MRS 205, 206, taken concurrently with MRS 207.

209. Seminar

two hours

This seminar is designed to intergrate and review areas of content as well as problems that are associated with medical records. PR: All previous MRS course.

317. Medical Machine Transcription

two hours

The course objectives will be to enable the student to refine his ability to transcribe pre-recorded medical dictation and to further his medical vocabulary and knowledge of medical procedures. PR: Bus. Ed. 102, or 35 words per minute typewriting speed.

Music

(Division of Fine Arts)

*Note: All applied courses, Music 103, 303, 107, 307, 141, 341, including those applied courses on page 199 marked with an asterisk:

- a. Open to students with sufficient musical background to benefit from individual instruction in techniques of playing band and orchestral instruments. Acceptance of the student will be the prerogative of the instructor. See FSC Bulletin Music Supplement for applied requirements, recitals, and applied levels.
- b. One hour credit applied music courses require one-half lesson per week plus daily practice of one hour.
- c. Two hour credit applied music courses require two one-half hour lessons per week or one hour lesson per week plus two hours daily practice.
- d. Student desiring to take two hours for applied lessons must have the permission of their instructor. This permission is usually given only to upperclassmen.

1. **Concerts, Recitals, and Seminars** **No Credit**
Pass or fail to be issued each semester. Scheduled campus concerts, recitals, seminars. Music majors and minors are required to attend 50 per cent of these programs each semester enrolled in college, except when practice teaching.
303. **Organ I-IV; 303. Organ I-IV (last four semesters)** **one-two hours**
The program of study will be fitted to the individual needs of the student. Acceptance of the student will be the prerogative of the instructor.
5. **Piano Class I-II** **one hour**
This course is designed for all students in beginning piano. This will be conducted as a class with each member being offered opportunity for participation. PR: For Piano Class I.
307. **Piano I-IV; 307. Piano I-IV (last four semesters)** **one-two hours**
See description under Music 103.
3. **Beginning Theory (on demand)** **two hours**
This course is designed for beginning music students who need additional background in theory.
9. **Theory, Comprehensive** **four hours**
This course is organized in five interacting streams of study to develop the skills necessary for the perception and understanding of music. These streams of study are comprised of formal and harmonic analysis, composition, ear training, keyboard harmony and singing. This study surveys the compositional techniques of the 18th and 19th centuries. A weekly lab of 5 minutes is required.
10. **Theory, Comprehensive** **four hours**
A study designed to reinforce and expand concepts acquired in Theory 109, with emphasis in compositional study involving modulation and musical perception with and without score. Five minute laboratory. PR: 109.
339. **Voice Class I (first semester); 339. Voice Class (second semester)** **one hour**
Course consists of a study of fundamentals of voice production: breathing, resonance, articulation, and style.
341. **Voice I-IV; 341. Voice I-IV (last four Semesters)** **one-two hours**
Open to students who have sufficient musical background and vocal quality to merit individual instruction. The principles of proper vocal production are stressed with later emphasis upon solo repertoire in English, Italian, German, and French.
367. **Collegiate I-IV; 367. Collegiate I-IV (last four semesters)** **one hour**
A select touring choir. PR: Audition.
369. **Band I-IV; 369. Band I-IV (last four semesters)** **one hour**
Open to all students on campus with prior band experience, the band offers students opportunity to continue their instrumental music participation at the collegiate level. During the fall semester, the band performs at home football games and at various fairs and festivals throughout the State of West Virginia. During the spring semester, the band studies and performs a wide variety of band literature.
372. **Laboratory, Band and Orchestra** **No Credit**
Required of students who can play an instrument needed to keep a balanced organization. This course provides review experiences in conducting and playing instruments at beginning and intermediate levels.
372. **College-Community Symphony Orchestra I-IV; 372. College-Community Symphony Orchestra I-IV (last four semesters)** **one hour**
Open to all students and members of the community who can play an orchestral instrument needed to keep a balanced organization. The course is designed to present study and performance of orchestral literature appropriate to the playing ability of its members. Audition or at the discretion of the director.
373. **Symphonic Choir I-IV; 373. Symphonic Choir I-IV (last four semesters)** **one hour**

Open to all students who can sing a part. This course is designed to present a student with choral literature and administration through participation. PR: Tryout.

174. Men's Varsity Glee Club I-IV; 374. Men's Varsity Glee Club I-IV (last four semesters) one semester

A performance group open to all men of the college community. Literature selected from various styles, including pop, show tunes, folk and religious. Performance at college and community functions. Non-audition. (Not to be used for major performance participation credit in any music degree program.)

Individual Instruction in Band and Orchestral Instruments:

***177. Percussion I-IV; 377. Percussion I-IV (last four semesters) one-two h**

179. Saxophone I-IV; 379. Saxophone I-IV (last four semesters) one-two h

***181. Flute I-IV; 381. Flute I-IV (last four semesters) one-two h**

***183. Clarinet I-IV; 383. Clarinet I-IV (last four semesters) one-two h**

***185. Oboe I-IV; 385. Oboe I-IV (last four semesters) one-two h**

***187. Bassoon I-IV; 387. Bassoon I-IV (last four semesters) one-two h**

189. Trumpet or Cornet I-IV; 389. Trumpet or Cornet I-IV (last four semesters) one-two h

***191. Baritone Horn I-IV; 391. Baritone Horn I-IV (last four semesters) one-two h**

***193. French Horn I-IV; 393. French Horn I-IV (last four semesters) one-two h**

***195. Trombone I-IV; 395. Trombone I-IV (last four semesters) one-two h**

***197. Tuba I-IV; 397. Tuba I-IV (last four semesters) one-two h**

199. Special Topics in Music one-twelve h

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

***200. Violin I-IV; 300. Violin I-IV (last four semesters) one-two h**

***201. Viola I-IV; 301. Viola I-IV (last four semesters) one-two h**

***202. Cello I-IV; 302. Cello I-IV (last four semesters) one-two h**

***204. Bass Violin I-IV; 304. Bass Violin I-IV (last four semesters) one-two h**

205. Music Appreciation two h

A general music course in appreciation. Music composers of the classical, romantic and modern periods are discussed, and compositions of these composers are heard through recordings.

206. Music Appreciation for Majors three h

The history and literature of music, with emphasis placed on listening to recordings of great music and the study of musical style and form of the leading composers of the Renaissance, Baroque, Vienna Classic, Romantic, and Modern periods, for the purpose of developing greater depth in the discrimination and appreciation of music. Recommended for students enrolled in a music teaching field, subject specialization, or major in music. May be substituted for Music 205. Not open to students with credit for Music 205.

207. Beginning Recorder two h

An introduction to music through learning to play the recorder. Music goals include the acquisition of skills in note reading, rhythmic reading, solo and ensemble playing in various styles, using music by composers from Medieval, Renaissance, Baroque, Classical and contemporary style periods. Academic goals include the acquisition of knowledge of the historical periods of music and the relationship of music to other arts and to cultural events.

209. Theory, Comprehensive four h

Continuation of Music 110 covering theoretical principles of the Baroque and Classical

periods. Emphasis on contrapuntal forms and compositions of large formal structures. Five minute laboratory each week. PR: 110.

10. Theory, Comprehensive **four hours**
Continuation of Music 209 developing the skills necessary for the perception and understanding of music. Features theoretical principles of the Romantic and twentieth centuries. Five minute laboratory each week. PR: 209.

11. String Class I; 411. String Class II (last four semesters) **one hour**
This course is open to all students with sufficient background in music. A working knowledge of string instruments is attained through class instruction.

12. Brass Class I; 413. Brass Class II (last four semesters) **one hour**
This course is open to all students with sufficient background in music. A working knowledge of brass instruments is attained through class instruction.

13. Woodwind Class I; 415. Woodwind Class II (last four semesters) **one hour**
This course is open to all students with sufficient background in music. A working knowledge of woodwind instruments is attained through class instruction.

14. Percussion Class I; 417. Percussion Class II (last four semesters) **one hour**
Open to all students with sufficient background in music. A working knowledge of percussion instruments is attained through class instruction.

15. Elementary Music I (L-3) **three hours**
This course gives the student a background in music theory, terminology of music, rhythm, music reading, chord construction and use of the keyboard and classroom instruments needed by the classroom teacher. Methods activities and approaches of Orff, Kodaly, Manhattan Project, and others are emphasized for K-3. Two lecture hours and laboratory hour per week. Required for all elementary teachers.

16. Elementary Music II (4-8) **three hours**
This course is a continuation of Music 231 and includes methods and procedures for carrying out the program in the elementary grades 4-8. PR: 231.

17. Fundamentals of Conducting **two hours**
Course designed to teach and develop the basic skills of conducting. PR: 109.

18. Stage Band I-IV; 447. Stage Band I-IV (last four semesters) **one hour**
Open to advanced woodwind students. Includes various woodwind ensembles. PR: Audition.

19. Advanced Woodwind Ensemble I-IV; 449 Advanced Woodwind Ensemble I-IV **one hour**
Open to advanced woodwind students. Includes various Woodwind ensembles. (Last four semesters.) PR: Audition.

20. Instrumental Repair and Maintenance I **two hours**
Survey of the simple instrumental repair problems that are commonly encountered in school music program. Practical repair experiences are included where appropriate.

21. Instrumental Repair and Maintenance II **two hours**
Continuation of Music 251. PR: 251 or permission of instructor.

22. Advanced Brass Ensemble I-IV; 475. Advanced Brass Ensemble I-IV (last four semesters) **one hour**
Open to advanced instrumental students. Designed to give students an opportunity to participate in small ensembles. Groups meet on a regular weekly rehearsal schedule under faculty direction. PR: Audition.

23. Advanced Vocal Ensemble I-IV; 477. Advanced Vocal Ensemble I-IV (last four semesters) **one hour**
Open to advanced vocal students. Designed to give students experience in small ensemble participation. Groups meet on a regular rehearsal schedule under faculty direction. PR: Audition.

24. Advanced Percussion Ensemble I-IV; 479. Advanced Percussion Ensemble

I-IV (last four semesters)**one hr**

Open to advanced percussion students and students with percussion experience. Designed to give students experience in small ensemble participation: Groups meet on a regular rehearsal schedule under faculty direction. PR: Audition.

309. Orchestration**two hrs**

Basic instrumentation and arranging for band and orchestra. PR: 210.

310. Counterpoint (on demand)**two hrs**

A study of the style and technique involved in the writing of 16th century polyphonic music. PR: 210.

311. Form and Analysis (on demand)**two hrs**

A study of form and the analysis of music as found in the literature from the 17th to the 20th century. PR: 209.

312. Composition (on demand)**two hrs**

This course is designed to teach, through the study of various types of music, a basic and accepted approach to creative composition. PR: 209.

315. Music History: Medieval and Renaissance**two hrs**

The development of musical styles in the medieval and renaissance eras. PR: Music 209, 206 and permission of instructor.

316. Music History: Baroque and Classic**two hrs**

The development of musical styles in the baroque and classic eras. PR: Music 209, 206 and permission of instructor.

317. Music History: Romantic and 20th Century**two hrs**

The development of musical styles in the 19th and 20th centuries. PR: Music 209, 206 and permission of instructor.

320. Techniques of Keyboard Accompanying**one hr**

A course designed to acquaint advanced students of piano and organ with the techniques involved in playing accompaniments for performing groups and soloists. Regularly scheduled laboratory experiences in playing accompaniments for vocal and instrumental soloists and ensembles will be provided. This course may be substituted for applied piano. PR: Permission of instructor. Given on demand.

328. Elementary Music Methods and Material for Majors, K-6**two hrs**

Enables the student to communicate musical ideas through visual and oral approaches and to demonstrate a knowledge of the sources and ability to use quality materials, methods, and literature for comprehensive music program K-6. PR: 110, 139 and 141.

347. Advanced Conducting**two hrs**

The student will be able to conduct advanced musical groups using those conducting techniques required in Instrumental and Choral conducting. PR: 245.

376. Civilization — A Personal View**three hrs**

An interdisciplinary course using Kenneth Clark's films depicting the cultural life of western man.

429. Instrumental Methods, Materials and Administration**two hrs**

Advanced and practical application of instrumental conducting techniques, methods, administration and materials used in teaching instrumental music in the secondary schools. PR: 209 and 245.

430. Choral Methods, Materials, and Administration**two hrs**

Advanced and practical application of choral conducting techniques, methods, administration, materials used in teaching choral music in the secondary schools. PR: 209 and 245.

431. Methods and Materials in Teaching Music, 7-12**two hrs**

Techniques, methods and materials used in teaching and administering general music classes and high school music major classes. To be taken during the Initial Performance Practicum.

2. **Choral Workshop (on demand)** **two hours**
Offered to upgrade choral instructor's teaching techniques and administration. Includes experiences in conducting choral groups, interpretation, participating in choral rehearsals and performances, and the study of problems related to choral teaching and administration.
3. **Instrumental Workshop (on demand)** **two hours**
Offered to upgrade instrumental teaching techniques and administration of instructor. Includes experiences in conducting instrumental groups, interpretation, participating in instrumental rehearsals and performances, and the study of problems related to instrumental teaching and administration.
4. **Composition Workshop (on demand)** **two hours**
Study of the composition of choral and instrumental works. Experience of hearing works performed by live groups provided.
5. **Music Production Workshop** **one-three hours**
Laboratory experience in music theater. Course culminates in a public presentation of opera or musical comedy. PR: Consent of instructor.
6. **Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by instructor. PR: Consent of instructor.
7. **Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by instructor. PR: Consent of instructor.
8. **Area Studies in Music Literature I-III** **one-three hours**
Concentrated study of selected areas of music. The area selected to be determined by instructor. PR: Consent of instructor.
9. **Senior Recital** **one hour**
See FSC Music Bulletin Supplement). All music majors are required to present a solo or recital or its equivalent before the faculty jury or public.
10. & 443. **Theory Workshop (on demand)** **two-three hours**
Identification of suitable materials for the teaching of theory in the high schools as well as methodology and pedagogical procedures for theory instruction. May be repeated for additional credit-maximum 6 hours.
11. & 445. **Elementary Workshop (on demand)** **two-three hours**
Identification of suitable materials for the teaching of elementary music as well as new innovative methodology. May be repeated for additional credit-maximum 6 hours.

Nurse Anesthesia

(Division of Allied Health)

12. **Special Topics in Nurse Anesthesia** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free credits in degree and certificate programs.
13. **Ethics, Legal Aspects and Administration** **two hours**
Organization and administration of an anesthesia department, ethical conduct, and the status of the nurse anesthetist.
14. **Professional Adjustments and Psychology of Anesthesia** **one hour**
Responsibility and obligation of the nurse anesthetist in relation to self, patient, physician, department, hospital, and school. To relate basic concepts of psychology to unique problems encountered in anesthesia.

303. Pharmacology in Relation to Anesthesia I

three hours

A two-part course which includes: a study of the biochemorphology, pharmacodynamics and biological disposition of inhalational, local and intravenous anesthetics, study of drugs considered accessory to anesthesia including autonomic agents, narcotics, analgesics, hyposedatives, skeletal muscle relaxants, analeptics and therapeutic agents which may alter the response of a patient to anesthesia, including psycho-pharmaceuticals, cardiovascular drugs, hormones, antiepileptics, antihistamines, and chemotherapeutic agents.

304. Pharmacology in Relation to Anesthesia II

three hours

(See content of NA 303).

305. Principles and Practices of Clinical Anesthesia I

two hours

Relates didactic studies of anesthetic agents, equipment, procedures and techniques to the clinical administration of anesthesia.

306. Principles and Practices of Clinical Anesthesia II

two hours

(See content of NA 305).

307. Orientation to Anesthesia

one hour

Preparation by students to adjust to a new profession to new personalities and a new environment. Study of the understanding of hospital and school policies, a familiarity with the physical plant and community and orientation to AANA policies and procedures.

308. Clinical Anesthesia Laboratory I

three hours

Programmed supervised clinical training and experience where the student is assigned his own patients, organizes and administers anesthesia, follows his patients through the total hospitalization. This is under the direction of members of the Department of Anesthesiology at the clinical sites and the Nurse Anesthesia coordinator.

309. Clinical Anesthesia Laboratory II

three hours

(See content of NA 308).

310. Clinical Anesthesia Laboratory III

two hours

(See content of NA 308).

311. Chemistry & Physics in Relation to Anesthesia

three hours

Study of the nature of and the physical principles governing the action of anesthetic agents and accessory drugs used in anesthesia. Also a study of the chemical and physical basis for explosions and their prevention.

312. Inhalation Therapy

two hours

Theoretical and practical use of equipment and drugs, methods of administration, and emergency resuscitation procedures.

401. Clinical Anesthesia Laboratory IV

five hours

(See content of NA 308).

402. Clinical Anesthesia Laboratory V

six hours

(See content of NA 308).

403. Clinical Anesthesia Laboratory VI

five hours

(See content of NA 308).

404. Anatomy & Physiology in Relation to Anesthesia I

two hours

Anatomy & Physiology with an emphasis on the respiratory system.

405. Anatomy & Physiology in Relation to Anesthesia II

two hours

Anatomy & Physiology with an emphasis on the nervous system.

406. Anatomy & Physiology in Relation to Anesthesia III

two hours

Anatomy & Physiology with an emphasis on the cardio-vascular system.

407. Anatomy & Physiology in Relation to Anesthesia IV

two hours

Anatomy & Physiology with an emphasis on the Renal, Hepatic, and Endocrine systems.

408. Physiology in Relation to Anesthesia

one hour

Physiology with an emphasis on the excretory system.

9. History of Anesthesia**one hour**

Study of the historical development of anesthesia with reference to medicine as affecting anesthesia, anesthesia (discoveries), American Association of Nurse Anesthetists, and relating past to the present practices.

Nursing

(Division of Allied Health)

10. Introduction to Nursing**one hour**

This course is designed to introduce the student to the profession of nursing as follows: the total health care system; to current problems and issues; and to specific legal concerns, as they relate to the nursing profession. Introduction to Nursing is offered in the first semester.

11. Fundamentals of Nursing**seven hours**

This course is concerned with the study of nursing care common to all patients. The scientific principles underlying that care are emphasized. Topics in the course include: factors affecting health, nurses' role in relation to patient care, the use of problem-solving methods in planning care, development of basic interpersonal and technical skills, and learning concepts relating to pharmacology. (4 hours lecture, 6 hours lab).

12. Medical-Surgical Nursing**ten hours**

This course is designed to help students develop an understanding of selected health problems of adults related to man's physiological needs, ways he copes with his environment and adapts to dependency needs as a result of illness. Selected laboratory experience in caring for hospitalized patients will enable the student to develop an understanding and acquire skill related to content being studied and the student's individual needs. (4 hours class and 12 hours of laboratory per week). PR: Nursing 101, Home Economics and Biol. 170 (Anatomy and Physiology). Biol. 205 concurrently.

13. Special Topics in Nursing**one-twelve hours**

This course is concerned with special studies in selected topics. The topic to be studied is determined by the instructor and approved by the division head. Credits earned may be applicable as free electives in degree and certificate programs.

14. Medical-Surgical Nursing**ten hours**

This course, a continuation of Nursing 103, emphasizes complex health problems and patient's emotional and psychological needs. Selected laboratory experience will include care of hospitalized patients and those in other community agencies. (4 hours class and 12 hours laboratory per week). PR: Nursing 203.

15. Psychiatric Nursing**six hours**

This course is a study of the concepts of mental health and common problems of mental illness, with emphasis on nursing care to meet the needs of clients having a mental disorder. The course stresses interpersonal and group relationships, communication skills in interactions, appropriate response to behavioral symptoms, dynamics of behavior and common deviate behavior patterns, a therapeutic environment, current therapies and community mental health resources available to meet the emotional needs of the client and his family. (6 hours class and 12 hours laboratory) — (Off campus summer session). PR: Nursing 103, Psychology 101.

16. Trends in Nursing**two hours**

This course is concerned with the development of nursing as a profession and the rights and responsibilities of practitioners within the profession.

17. Maternity Nursing**five hours**

Maternity Nursing is an introduction to the physiological, psychological, social changes related to the child-bearing process as it affects both the mother and the family.

unit. Emphasis is placed on the normal processes and then compared to the abnormal. Antepartal and postpartal experiences include visits to local Obstetricians' Offices and Family Planning Clinics. Experience in labor and delivery, immediate post-partal and infant care is provided in a hospital setting. Eight weeks. PR: Nursing 202.

206. Nursing of Children

five hours

This course is designed to help the student gain a better awareness of the sequence of normal growth and development during the various stages of childhood. Congenital anomalies, health problems, disorders and illnesses of children in each stage of development from infancy through adolescence are considered. A family-centered approach to child care is emphasized. Special consideration is given to preventive and teaching aspects of concern to the patient and family. Selected clinical experiences include caring for children in health facilities as well as other community agencies. Eight weeks. PR: Nursing 202.

Philosophy

(Division of Social Science)

199. Special Topics in Philosophy

one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

200. Introduction to Philosophy

three hours

A survey of the principal problems arising out of man's attempts to organize his experience and direct his existence.

250. The Western Philosophical Tradition

three hours

A survey of the historical development of philosophical thought from ancient Greece to the twentieth century.

300. Introduction to Logic and Philosophical Analysis

three hours

Problems and techniques of systematic thinking about philosophical ideas. Subjects include: epistemological theory, basic techniques of inductive and deductive reasoning, the nature and use of definitions, the identification of fallacies, and the effective use of factual, hypothetical, and theoretical statements.

325. Ethics

three hours

A study and evaluation of classical and contemporary theories of what constitutes right and wrong, good and bad, inhuman conduct, with emphasis on the implications of these theories for resolving contemporary moral problems.

350. Comparative Religion

three hours

Description and analysis of the philosophical systems underlying the major religions of the world.

375. Philosophy of History

three hours

(Credit in either philosophy or European history.) A survey of the philosophical systems, both speculative and analytical, that have been advanced to evaluate human history.

400. Seminar

three hours

Research and reading for advanced students.

Physical Education

(Division of Health, Physical Education, Recreation and Safety)

0. **Basic Physical Education** **one hour**
Analysis and application of the rules, boundaries, strategies and psychomotor skills characteristic of a variety of sport forms. Offered in eight-week sessions.
1. **Basic Physiological Conditioning-Health** **one hour**
Analysis, application and integration of basic physical conditioning and health concepts. Offered in eight-week sessions.
1. **Introductory Seminar in Education Sport** **two hours**
Survey of knowledge, skills, values, and trends characteristic of sport and current professional endeavors. No pre-requisites.
6. **Beginning Tennis** **one hour**
Introduces the student to basic skills, rules, game situations, and team play.
9. **Special Topics in Physical Education** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
1. **Anatomy and Physiology** **four hours**
Basic knowledge of the structure and functions of the human body and the changes that occur during physical activity and sport. PR: Biology 101-102.
2. **Physiology of Exercise** **three hours**
Knowledge of basic physiological adaptations that accompany physical activity and sport. PR: PH. ED. 211.
2. **Foundations of Education Sport** **two hours**
Historical, physiological, psychological and sociological aspects of sport and physical activity. PR: PH. ED. 121.
6. **Evaluation of Instruction in Sport** **three hours**
Operations of the evaluative process as applied to the instruction of sport activities. Includes the formation of objectives, construction, and selection of tests, computation of statistical scores, and appraisal of total program effectiveness. PR: PH. ED. 222.
1. **Early Psychomotor Activities** **two hours**
The analysis and application of the psychomotor skills and patterns characteristic of early lead-up games and the dance. PR: PH. ED. 121.
2. **Basic Aquatics** **two hours**
Knowledge and aquatic skills that will allow the student to become proficient and safe in the water. PR: PH. ED. 121.
3. **Advanced Aquatics-Lifesaving** **two hours**
Instruction of swimming strokes (basic and advanced), plus proficiency in lifesaving techniques. (Consent) PR: PH. ED. 211.
1. **Field Sports I** **two hours**
Analysis and application of the rules, boundaries, strategies and psychomotor skills characteristic of the sport forms: archery, field hockey, touch football, speedball, soccer, basketball and field. PR: PH. ED. 231.
2. **Court Sports I** **two hours**
Analysis and application of the rules, boundaries, strategies and psychomotor skills characteristic of the sport forms: basketball, badminton, handball, gymnastics, tennis, volleyball, netball, and others. PR: PH. ED. 231.
2. **Field Sports II** **two hours**
Continuation of Field Sports I. PR: PH. ED. 234.

237. Court Sports II**two ho**

A continuation of Court Sports I. PR: PH. ED. 235.

245. Gymnastics**two ho**

An introduction to the knowledges and skills specific to the competitive events floor exercise, vaulting, parallel bars, rings, balance beam, side horse, high bar, and trampoline.

313. Mechanical Analysis of Sport**three ho**

Basic knowledge of the laws and principles of mechanics employed in physical activities and sport. PR: PH. ED. 211.

318. Sport Social Psychology**three ho**

Knowledge related to the social and psychological aspects of physical activity and sport. PR: Soc. 110, Psy. 101, PH. ED. 222.

324. Educational Sport**three ho**

The philosophical, developmental and organizational factors essential for the motivation of sport as an educational medium to aid learning. PR: PH. ED. 222, PH. ED. 231.

325. Psychomotor Analysis Lab**three ho**

The application and analysis of teaching models and evaluation techniques to a sport environment in order to facilitate affective, cognitive, and psychomotor learning outcomes. PR: PH. ED. 324 and 231.

326. Early Psychomotor Development**two ho**

This course includes an analysis of the growth, development, and maturation of cognitive, psychomotor and affective sport behaviors in children with special emphasis placed upon the structuring of early childhood experiences.

339. Teaching of Gymnastics**three ho**

The student will be introduced to the knowledges and skills specific to the gymnastics events of floor exercise, vaulting, parallel and uneven parallel bars, balance beam, rings, side horse, high bar, and trampoline. The laboratory experience will include assistance in the age group gymnastics classes in the Community College Program.

341. Adapted Physical Education**three ho**

A study of contemporary methods and techniques in adapted and special physical education programs. Includes various characteristics and techniques related to instruction of physically, mentally, and socially handicapped. PR: PH. ED. 211, PH. ED. 231, PH. ED. 313.

342. Field Experience in Adapted Physical Education**two-four ho**

Field experience in working with institutions and organizations which provide services to the handicapped. Variable credit depending upon the nature and duration of the field experience. PR: PH. ED. 341.

354. Sports Officiating**two ho**

Technical and theoretical aspects of officiating fall and winter sports and late winter and spring sports. PR: Consent of instructor.

355. Scientific Foundations of Sport Coaching**four ho**

The course examines basic human physiological adaptations that occur during participation in sport activities. The course examines basic mechanical laws and principles and their application to the performance of sport activities.

356. Administration and Coaching of Sport**three ho**

The course examines basic psychological, philosophical, and technical knowledge and their relationship to the coaching of sport activities. The course examines the principles and practices that are required in the planning, organization and administration of sport programs.

357. Medical-Legal Aspects of Sport Coaching**two ho**

The course includes anatomical and physiological concepts related to the prevention and care of physical trauma which occur in sport activities. The course examines the legal aspects of injury prevention and care as they are related to the sport programs.

8. **Techniques of Sport Coaching** six hours
The course includes the presentation of sport skill techniques in combination with the theoretical aspect of sport coaching. A field experience in sport coaching will be provided through an internship in two selected intercollegiate or interscholastic sports programs.
5. **Activities in Outdoor Education** one-three hours
Experience in outdoor education including backpacking, canoe-camping, rock climbing, and other activities. Each weekend will be spent at a different location to develop a variety of outdoor educational skills. Presented over a period of weekends.
6. **Field Experience in Outdoor Education** one-three hours
Extended outdoor educational experiences including Appalachian Trail, river canoe-camping trips, and others. Offered for variable credit during holiday or summer periods when students have large blocks of time free. Variable credit according to length of experience. PR: PH. ED. 365.
1. **Principles of Athletic Training** three hours
Basic competencies related to controlling and managing sport related injuries, including presentations of prevention and treatment of injuries frequent in a variety of sport activities. PR: PH. ED. 211, PH. ED. 212.
2. **Field Experience in Athletic Training** two-four hours
Experiences in athletic training procedures and techniques with college and secondary school athletic teams. Variable credit dependent on the nature and duration of the internship. PR: PH. ED. 371.
1. **Water Safety Instructors** two hours
Methods of instruction in lifesaving and water safety. Satisfactory completion qualifies student for the American Red Cross Instructors Certificate for teaching senior lifesaving.
2. **Springboard Diving and Aquatic Games** two hours
Application and interpretation of the principles required to execute basic dives in each of the five positions. Presentation of skills in several aquatic games such as water polo — water basketball, and others.
1. **Methods and Materials in Teaching Physical Education** two hours
Study and discussion of curriculum and methods of teaching physical education, emphasizing the materials and techniques of instruction appropriate for grades 7-12.
0. **Advanced Sport** one hour
Open to student with sufficient background in the techniques and methods of an indicated sport. Elective credit only, as this course cannot be used to fulfill the requirements in any degree program. Nor is credit to be awarded until the student has attained junior standing. Such credit can be received only once during academic career.

Physical Science

(Division of Science and Mathematics)

Physical Science is offered as a fulfillment of the General Education requirement and as an integral part of various science-oriented teaching fields.

0. **Scientific Methodology** two hours
One 1-hour lecture and one 2-hour laboratory per week. This course is a laboratory oriented course designed to emphasize the methods and processes which permeate all scientific disciplines. Students will be exposed to experiences in a variety of areas of the physical sciences. This course is required for all Secondary Education Majors seeking to fulfill their General Studies Science requirement by taking six hours of Physical Science.

101. Astronomy

two ho

A descriptive survey of the planet earth, the solar system, and the universe. Some of the latest findings and theories about our universe are presented.

102. Chemistry

two ho

The study of the basic principles and concepts of chemistry. A study of the everyday applications of chemistry are made throughout the course.

103. Geology

two ho

The study of the materials of the earth's crust and the geological processes in and on the earth. A study is also made of the evolutionary processes of the earth.

104. Physics

two ho

A general survey course for the non-science major. Emphasis is placed on basic physics principles and their everyday applications rather than on mathematical problem solving.

105. History of Physical Science

two ho

The study of the development of the physical sciences through the twentieth century. The major scientific revolutions within the physical sciences and their structure is investigated.

199. Special Topics in Physical Science

one-twelve ho

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

201. General Physical Science

three ho

Two hours of lecture and one two-hour laboratory assignment. This course is designed to provide elementary education majors with basic concepts in astronomy and physics. *For Elementary Education majors only.*

202. General Physical Science

three ho

Two hours of lecture and one two-hour laboratory assignment. This course is designed to provide the elementary education majors with the basic concepts of chemistry and geology. *For Elementary Education majors only.*

412. Science in the Elementary School

two ho

This course is designed as a study of modern practices and techniques in the teaching of science. Students are to be guided in developing instructional units in such areas as earth and its atmosphere, conservation, living things (plants and animals), energy changes (machines, light, sound, electricity, and magnetism) and outer space. PR: Biol. 101, and 6-8 hours in the physical sciences. This course should be taken the semester prior to the I.P.P.

431. Methods and Materials in Teaching Science

two ho

The course is designed for students preparing to teach science at the secondary school level. Students will investigate the nature of science and science teaching, develop instructional units, become familiar with science curriculum projects, and study special instructional procedures related to science teaching. Offered only second semester of each year.

Physics

(Division of Science and Mathematics)

101. Introduction to Physics

four ho

A three-hour laboratory period each week supplements the three lecture-recitation periods. Elementary principles of mechanics, sound, and heat are studied in this course.

102. Introduction to Physics

four ho

A continuation of Physics 101; includes a study of electricity and magnetism, light, and basic atomic and nuclear physics. PR: Physics 101.

- 9. Special Topics in Physics** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 1. Demonstrations in Physics** **two hours**
 Effective use of everyday materials to illustrate physical phenomena, experience with a variety of lecture equipment, and practice in planning and executing demonstrations describe the nature of this course. It is designed to serve teachers in both the elementary and secondary schools. PR: Consent of the instructor is sufficient, but a course in one of the physical sciences is highly recommended.
- 2. Astronomy** **three hours**
 A study of the physical properties of the solar system, stars, and galaxies, including the concepts of motion, space and time. Occasional night sessions. PR: Recommended: Physics 101.
- 3. Electricity and Electronics** **four hours**
 A review of elementary direct and alternating current theory and transient responses of electrical components. Basic theory of vacuum tubes, semiconductors, amplifier principles, and logic circuits is introduced. Two hours of laboratory and three hours of lecture each week is required. PR: Physics 101, 102.
- 4. Mechanics** **three hours**
 This course deals with vectors and simple vector coordinate systems, kinematics and dynamics of particle and rigid body motion, centroids and moments of inertia, conservation theorems, and scalar fields. This course also includes elementary hydrostatics, hydrodynamics, thermodynamics, and wave motion. PR: Physics 101, 102; Math 116, or consent of instructor.
- 5. Mechanics** **three hours**
 A continuation of 320.
- 6. Special Problems** **two hours**
 Individual studies by advanced students of problems of special interest in the field of physics. PR: Physics 101, 102, Math 116.
- 7. Mathematical Methods of Physics** **three hours**
 This course deals with the applications of vectors, vector algebra, vector analysis, differential calculus, integral calculus, and differential equations to problems in physics and related scientific fields. PR: Physics 101, 102; Math 115; or consent of instructor.
- 8. Introduction to Modern Physics** **three hours**
 A study of elementary relativity theory, particle-wave description of matter, electromagnetic radiation, Schrodinger wave equation with applications to atomic and nuclear physics. PR: Physics 101, 102; Math 116.
- 9. Introduction to Modern Physics** **three hours**
 A continuation of Physics 420.

Political Science

(Division of Social Science)

- 3. American Government** **three hours**
 A survey of the American political system dealing with the form and function of the American federal system.
- 9. Special Topics in Political Science** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

- 200. Introduction to Political Science** three hours
A study of the fundamentals of politics and key issues; the concept of the state and agent, government; types of political authority; the scope of governmental activities; problem of world order.
- 201. Principles of International Relations** three hours
A study designed to acquaint the student with the theory and practice of international relations.
- 203. Comparative Government** three hours
A survey designed to give a broad general acquaintance with the political institutions and government practices of certain nations.
- 204. Introduction to Public Administration** three hours
An introductory study of the origins, structures, and processes of government administration.
- 205. State and Local Government** three hours
A study of the structure and function of American state and local governments.
- 206. Public Planning in Appalachia** three hours
A study of federal-state relations, regional planning and development administration in West Virginia, the Appalachian Regional Commission, public program analysis and evaluation, and images and realities of public planning in West Virginia.
- 207. Public Budgeting and Government Finance** three hours
A course analyzing the political, economic, and social aspects of budgeting with particular emphasis on the interrelatedness of each in West Virginia state and local government.
- 209. Special Topics** three hours
A course allowing for an issue-oriented study of some germane matter in public administration that involves an extensive commitment to a single issue or policy area over the course of the semester.
- 211. Military Science Part I** three hours
Examines the requirements for military training and the psychological and technical aspects of effective instruction. Additionally, the military career system and the occupational specialties options available are reviewed. PR: Prior military service, or ROTC training, or Basic ROTC Summer Camp attendance and consent of instructor.
- 212. Military Science Part II** three hours
Race relations/drug abuse seminars are conducted to familiarize students with leadership techniques involved in coping with these social problems. Additionally, practical training is conducted in squad and platoon-level tactics. The course is designed to prepare the student for Advanced Camp. PR: 211.
- 240. Nonparametric Statistics** three hours
Introduces the student to the fundamental principles of descriptive and inferential statistics with an emphasis on the analysis of nominal and ordinal data. These analyses include nonparametric tests of significance, scaling, coding, and a discussion of hypothesis construction. This course should be taken during the Sophomore year. No prerequisites. (Credit in either Political Science or Sociology).
- 301. Comparative Public Administration** three hours
Utilizing the techniques of comparative analysis, this course explores the theory and practice of public administration in various cultures and political systems; attention is centered on the practices of administration in American national, state, and local governmental settings.
- 303. Political Parties** three hours
A study of the origins, growth, and development of the American political parties. 103.
- 304. American Constitutional Government and Law** three hours
A study of the development, interpretation and application of basic principles of

Constitutional law in the United States. The course will be concerned with the definition, limits, and limitations of governmental powers and rights of Americans. PR: 103.

5. American Political Theory **three hours**

A study of the political literature which has given expression to the ideas of individual liberty enjoyed by American citizens.

6. The American Presidency **three hours**

This course will introduce the student to the institution of the American Presidency and will also be a comprehensive survey of the Presidency. An attempt will be made to examine several aspects of the office and to expose the student to a variety of views about the Presidency.

8. Public Personnel Administration **three hours**

An examination of public personnel administration with emphasis on such matters as the merit system, the historical development of the public service, staffing, training, classification, the rights and obligations of public employees, and the human relations aspects of public management.

9. Recent Political Theory **three hours**

An analysis of the development and theoretical foundations of three major ideologies of the nineteenth and twentieth centuries: Communism, Fascism, and Democracy.

1. Military Science Part III **three hours**

Stresses the responsibilities of an officer and affords leadership experience through performance as a cadet leader. Military staff procedures, military law, and tactical military operations, which prepare the student for future service, are studied. PR: 211 and 212.

2. Military Science Part IV **three hours**

Advanced leadership techniques, behavior patterns, and personnel management problems are discussed in seminars. The military role in United States foreign policy and world affairs is examined. PR: 211, 212, and 311.

1. U.S. Foreign Policy **three hours**

A study of U.S. foreign policy formulation and of policies by areas and functions. PR: 311.

2. International Organization **three hours**

A study of the structure and functions of international institutions and legal processes involved in the effort to maintain peace and security in the world.

3. Government and Politics of the Far East **three hours**

A study of political systems and developments in the countries of Communist and Nationalist China, South and North Korea, and Japan, with emphasis on Communist China, including such relevant aspects as the historical foundation, the economic problems, and the foreign policy of the state.

4. The Future of Man. **three hours**

A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice.

5. Civil Liberties in the U.S. **three hours**

A study of the nature and substance of civil liberties in the United States. The philosophy underlying the Bill of Rights will be analyzed and the development of each of the great freedoms protected therein, such as free speech, free press, and free religion among others, will be described and discussed. Particular attention will be given to how the Supreme Court has interpreted and applied the guarantees contained within the Bill of Rights in specific instances. PR: Political science 103.

6. International Problems **three hours**

The foreign policies of the nations and the machinery established and functioning for peaceful adjustments of international differences.

7. Problems in American Government **three hours**

A study of current problems affecting the structure and function of American national government. PR: Consent of instructor.

411, 412, 413. Area Studies**three hours**

Studies of selected areas or regions of the world conducted on an interdisciplinary basis. The area selected and the time span studied will be determined by the instructor. PR: Consent of instructor if offered as an arranged class; no prerequisite required if classes meet regularly.

450. Practicum**three-twelve hours**

A work internship in government or political agencies designed to give students pertinent experience in a particular field of political science.

470. Seminar in Political Science**three hours**

A survey of recent developments in the practice and theory of politics with an emphasis on independent study. PR: Consent of instructor.

Psychology

(Division of Social Science)

General Program

101. Introduction to Psychology I**three hours**

Topics include: Psychology as a science, statistics, learning, motivation, emotion, personality, and developmental psychology.

102. Introduction to Psychology II**three hours**

Topics include: physiology, sensation, perception, social, behavior pathology, cognitive processes, industrial, community, testing, and Psychology as a profession. PR: Psychology 101.

199. Special Topics in Psychology**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

210. Personal Adjustment**three hours**

A basic course in the analysis of human behavior. Special emphasis is given to mechanisms of adjustment and the development of healthy individual adjustment modes. PR: Psychology 101.

220. History of Psychology**three hours**

Traces the development of the science of Psychology from its origins in philosophy, physiology, and medicine, to the modern era. PR: Psychology 101.

230. Social Psychology (Same as Sociology 305)**three hours**

A study of how man affects and is affected by other men. Topics include: Social psychological foundations of person perception, affiliation, influence, group structure and dynamics, attitude formation and change. PR: Psychology 101.

240. Statistics**four hours**

Elementary statistical description and analysis as employed particularly in the behavioral sciences. Three hours lecture, one hour laboratory per week. PR: Psychology 101.

250. Community Psychology**three hours**

Lectures, discussion, readings, and field-observation designed to acquaint the student with the philosophy, technique, and theory of community mental health. PR: Psychology 101.

260. Industrial and Personnel Psychology**three hours**

Psychological concepts and methods as applied to personnel management, human factors engineering; employee selection, motivation, training, productivity, consumer psychology, and human relations. PR: Psychology 101.

0. **Abnormal** three hours
A survey of the antecedents, diagnosis, treatment, and prevention, of various maladjustments and personality disturbances. PR: Psychology 101, 210, 240.
0. **Experimental** three hours
An introduction to the procedures of experimental research, design, and evaluation, using principally laboratory techniques. Two hours lecture, two hours laboratory weekly. PR: Psychology 101, 102, 240.
0. **Sensation and Perception** three hours
An examination of the classical concepts in sensation and perception and of the resulting psycho-physical data for each of the major senses with an emphasis on vision and audition. Psychology and modern perceptual formulations are discussed through the analysis of empirical data. PR: Psychology 101, 102, 310.
0. **Developmental** three hours
A longitudinal study of behavior change and development through the life-span of the human. Phases include prenatal to old age. Cross culture comparisons are made where possible. This course may not be substituted for or by Education 302 or 303 and Home Economics 330. PR: Psychology 101, 102.
0. **Operant Techniques and Applications** three hours
A detailed study of operant techniques and methodologies from the experimental laboratory to the community at large. Emphasis is placed on the development of skills in the observation, manipulation, and evaluation, of various behavior control techniques in the light of ethical concerns. PR: Psychology 101, 102, 310, or Consent of Instructor.
0. **Physiological** three hours
Basic development, structure, and function of the central nervous system, autonomic nervous system, and endocrine system. The emphasis is upon the relation between physiological functioning and the behavior of the normal, intact, whole organism. PR: Psychology 101, 102 or Consent of Instructor.
0. **Human Learning** three hours
The study of the influences on and the processes of thinking, memory, perception, cognition, and verbal behavior, are emphasized. PR: Psychology 101, 102, 310, or Consent of Instructor.
0. **Theories of Learning** three hours
A study of the experimental procedures, data, and concepts, dealing with changes in behavior usually defined as learning. The emphasis is on a detailed analysis of various theories of learning and contemporary approaches. PR: Psychology 101, 102, 310.
0. **Foundations of Psychology** three hours
A detailed study of the methodological and philosophical issues involved in the analysis of behavior. Such topics as operationalism, formalism, reductionism, logical analysis and the nature of data in the behavioral sciences are introduced and related to research in various areas of psychological interest. The objectives are to provide insight into the nature of scientific research, to foster the ability to construct empirical hypotheses, to develop facility in designing experimental tests of hypotheses, to promote effective reading and evaluation of psychological journals, and to encourage writing and speaking about theory and experimentation. PR: Psychology 101, 102, 310.
3. **The Future of Man** three hours
A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice.
0. **Psychological Assessment** three hours
General theory of measurement as involved in various areas of psychology such as psychological tests, attitude scales, psychophysics, and quantified behavior theory. PR: Psychology 240 or Consent of Instructor.
0. **Theories of Personality** three hours
Critical consideration of the major theories of personality, including Freudian, neo-

Freudian, learning and trait theories. The basis of personality theory development also be emphasized. PR: Psychology 101, 102, 300.

420. Comparative-Ethological Psychology

three hours

A study and comparison of the methods and major theories in ethology and psychology as related to the behavior of species at different phylogenetic levels. Through lecture, laboratory, and field observations, topics covered are behavior as related to speciation and evolution; imprinting, learning, the place of animal experimentation in psychology, and aspects related to population and ecology. PR: Psychology 101, 102, 310, or Consent of Instructor.

460. Seminar

three hours

The discussion of specific research topics as reported in the contemporary psychological literature and decided upon by the faculty instructor. Rotated among faculty each semester. Results from individual research projects are an object of this course. PR: Consent of Instructor. May be repeated once.

480. Directed Studies

variable credit

one, two, three hours

Intensive study and reading of a topic selected by the student and instructor. Requirements and hours credit decided before registration through instructor-student consultation. PR: Consent of Instructor. (Six hour limit.)

490. Directed Research

variable credit

one, two, three hours

Opportunity for work on individual library or experimental projects. Requirements, including a thesis, and hours credit decided before registration through instructor-student consultation. PR: Consent of Instructor. (Six hour limit.)

Industrial-Personnel Program

481. Industrial Psychology, Methods I

three hours

Skills and understanding are developed in the areas of job analysis, performance appraisal, training, motivation, attitudes, job satisfaction, productivity, and consumer psychology. Some field work required. PR: 101, 102, 230, 240, 260, 310, 360 or Consent of Instructor.

483. Industrial Psychology Methods II

three hours

Skills and understanding are developed in the areas of: leadership, supervision, communication, organizational behavior, accidents and safety, fatigue, monotony, working conditions, and engineering psychology. Some field work required. PR: 481 or Consent of Instructor.

485. Advanced Psychometrics

three hours

Topics concerned with personnel selection and placement, as well as a more advanced treatment of reliability and validity. Skills in these areas are developed. PR: 400 or Consent of Instructor.

487. Practicum I

three hours

489. Practicum II

three hours

These Practica afford an application of knowledge and techniques developed within the Industrial-Personnel Program. Students work under supervision in participating businesses, industries, and institutions. The remaining time is spent in lectures, discussion, and reading to enhance the student's training. PR: Courses in Industrial-Personnel Program and Consent of Instructor.

Community Service Program

491. Psychopathology of Childhood and Adolescence

three hours

Problems of etiology, diagnosis and treatment of maladjustment in childhood and adolescence. Problems like drug addiction, juvenile delinquency are analyzed and discussed.

used. PR: Psychology 300, 330, or Consent of Instructor.

3. The Psychology of Aging **three hours**
A study of problems facing the aging. The psychological, social, and physiological aspects of aging and methods of treatment are analyzed and discussed. PR: Psychology 300, 330, or Consent of Instructor.

4. Interpersonal Dynamics **three hours**
The main objective of the course is to develop techniques and basic skills required for effective operation in a psychological setting, which include: interviewing, role-playing, and facilitating dyadic and small "dynamics centered" group interaction. Further, these techniques are diagnostic and therapeutic methods are experienced and discussed in terms of various psychological theories of communication. PR: Speech Communication 1, courses in Community Service or Industrial-Personnel, and Consent of Instructor.

5. The Psychology of Delinquency **three hours**
Factors in the etiology of the delinquent in the modern society with special emphasis on the urban scene. Personality and emotional problems associated with delinquency, and problems of treatment. Students will visit persons and institutions for juvenile delinquents. PR: 300, 330, or Consent of Instructor.

6. Clinical Practicum I **three hours**

7. Clinical Practicum II **three hours**
An application of knowledge and techniques developed within the psychology program. Students work under supervision in assigned agencies or institutions. Other practicum assignments are made as available. The remainder of time is spent in lectures, discussion, and reading to enhance the student's training. PR: Courses in Community Service Program and Consent of Instructor.

Recreation

(Division of Health, Physical Education, Recreation, and Safety)

1. Introduction to Recreation **three hours**
Introduces the historical and philosophical foundations of leisure and recreation. Opportunity to develop concepts concerning recreation, the socio-economic movements which have affected the growth and development of recreation, the economic services, and the types of areas and facilities used in recreation.

2. Social Recreation **three hours**
Designed to present material and information necessary to adequately conduct social recreation in clubs, churches, camps, playgrounds, and recreation centers. Emphasis on acquainting students with planning, programming, and conducting social recreational activities.

3. Outdoor Recreation **three hours**
An overview of the scope and extent of outdoor recreation. The history and development of outdoor recreation, conservation, and organized camping. An opportunity to learn camp craft skills and techniques through field trips and outings. Leadership opportunities provided during camping experiences.

4. Group Leadership **three hours**
Presentation of information concerning human dynamics, leadership abilities, and the identification of types of groups. Deals with the students' obtaining a practical knowledge of group situations and the principles necessary for effective leadership. Opportunities for observation of recreation leaders provided. PR: REC 141 or Equivalent.

5. Program Planning and Organization **three hours**
Underlying principles for effective recreation planning are presented. An overview of

the variety of program areas associated with recreation. Attention given to the recreational interests of the participants. Methods of planning, organization, and means providing leadership in program participation, and presenting information concerning facilities and equipment. PR: REC 141 or Equivalent.

146. Folk and Square Dance

two ho

Survey of the history and development of folk and square dancing. Development of necessary skills for participation and teaching a wide variety of folk and square dances. Investigation of appropriate dance activities within various recreational settings.

153. Seminar in Outdoor Recreation

two ho

An advance experience in the organization and presentation of various outdoor programs. Participation includes a number of weekend and extended outdoor experiences plus field studies in area outdoor facilities. PR: REC 143.

154. Recreation Field Work I

two ho

Designed to acquaint the student with the nature and diversity of recreation programs and services available. The student will be assigned to recreational settings distinctly different in philosophy, organizational structure, and clientele served. PR: 141, CO-144-145.

155. Recreational Field Work II

two ho

A continuation of REC 154. The sequence of field work courses are developmental so that they progress from dependency positions to an interdependent position. PR: REC 154.

199. Special Topics in Recreation

one-twelve ho

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.

300. Intramural Administration

three ho

The course is designed to provide administrative experience in directing and supervising institutional physical recreational programs. (The course will not replace or be used in the fulfillment of other program requirements.) The course will be offered by semester on an arranged basis. PR: Junior standing or Consent of Instructor.

301. Day Camp Administration

three ho

The course is designed to provide administrative experience in directing and supervising institutional summer day camp (Falcon Camp) programs. (The course will not replace or be used in fulfillment of other program requirements.) The course will be offered during the first and second terms on an arranged basis. PR: Junior standing or Consent of Instructor.

Safety Education

(Division of Health, Physical Education, Recreation and Safety)

101. First Aid

two ho

Instruction related to preparedness for emergencies and disasters prevalent in society, including first aid treatment of injuries and other emergency conditions.

199. Special Topics in Safety

one-twelve ho

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as elective credits in degree and certificate programs.

200. Accident Analysis and Emergency Care

two ho

A study of the accident problem as it relates to the elementary school environment, teacher responsibilities with emphasis on accident causation and prevention; and emergency treatment and control. (Required Elementary Education)

- General Safety Education** **three hours**
 Designed to acquaint the student with the purpose and need of safety education as an integral component of the overall education program. Areas emphasized are the teaching planning of a safety program and the legal aspects involved.

Respiratory Therapy

(Division of Allied Health)

- 1. Introduction to Respiratory Therapy** **one hour**
 An introduction to the historical and present aspects of modern cardiopulmonary care. This includes the scope, duties, responsibilities and professional liabilities of Respiratory Therapy as an occupation. Students will be introduced to the clinical affiliates. PR: Consent of Instructor.
- 2. Physics for Respiratory Therapy** **two hours**
 An introduction to basic physics and related mathematics as applied to respiratory therapy. This is a survey of gas laws, gas analysis, gas flow, temperature, particle size, sedimentation rate, specific gravity, density, viscosity, and other related topics. PR: Consent of Instructor.
- 3. Pharmacology for Respiratory Therapy** **two hours**
 An introduction to the general principles of mechanisms of drug actions, interactions, and adverse effects. This course will include some in-depth study of drugs that specifically affect the respiratory system.
- 4. Cardiopulmonary Physiology** **two hours**
 The physiology of the cardiac and respiratory systems as it relates to the clinical practice of respiratory therapy. PR: Consent of Instructor.
- 5. Nursing Arts for Respiratory Therapy** **two hours**
 The study and practice of nursing skills related to psychosocial, physical, general, and critical unit patient care and its relationship to respiratory therapy. Lecture one hour; laboratory two hours. PR: Consent of Instructor.
- 6. Introduction to Clinical Practice** **three hours**
 This course is an orientation to the clinical practice of Respiratory Therapy which will include a mixture of observation and supervised practice. Experiences are to include but not be limited to orientation to each clinical affiliate; cleaning and sterilization; preparation and dispensing of drugs; observation in autopsy, intensive care units, emergency rooms, delivery rooms, recovery rooms, clinical laboratory, radiology, surgery; implementation of interpersonal communication skills and practice of basic nursing skills. Also included will be specific laboratory periods for material concurrently presented in RT 101, RT 103 and RT 104. Six hours per week clinical practice. Two hours per week laboratory time. PR: RT 101. Co-requisite: RT 102, 103, 104, and 105.
- 7. Special Topics in Respiratory Therapy** **one-twelve hours**
 Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the Division Chairperson. Credits earned will be applicable for free electives in degree and certificate programs.
- 8. Respiratory Therapy Procedures I** **three hours**
 An introduction to basic Respiratory Therapy equipment and procedures. This includes lectures on medical gas therapy, humidity and aerosol therapy, chest physical therapy, intermittent positive pressure breathing, and chest physical examination. PR: RT 103, 104, 105, 106. Co-requisite: 202.
- 9. Respiratory Therapy Clinical Application I** **five hours**
 The application of the theory taught in 201. Twenty-four hours per week clinical practice. PR: 102, 103, 104, 105, 106. Co-requisite: 201.

203. Respiratory Therapy Procedures II**three hours**

The study of advanced Respiratory therapy equipment and procedures. This includes lectures on airway care and establishment, mechanical ventilation, and other life support and monitoring techniques. PR: 201 and 202. Co-requisite: RT 204.

204. Respiratory Therapy Clinical Application II**six hours**

The application of the theory taught in 203 and 205 and the further practice of previously taught skills. PR: 202. Co-requisite 203 and 205.

205. Intensive Respiratory Care**three hours**

A series of lectures on the care of the patient in need of advanced life support, management of the patient in acute cardiorespiratory failure, and the use of advanced invasive and noninvasive monitoring techniques.

206. Pathology for Respiratory Therapy**two hours**

A survey of cardiovascular and respiratory disease and how they alter normal physiologic function. Includes the treatment for the disease state. PR: 104, AH 102.

207. Ethics, Medical Records and Administration**three hours**

A survey of the professional responsibility in Respiratory Therapy department administration. This includes lectures on legal considerations, budget development, personnel and administrative policies, staff development, and medical records. PR: Consent of instructor.

208. Pediatric and Neonatal Respiratory Care**three hours**

A survey of theory and procedures in pediatric and neonatal respiratory care. This includes lectures and pre and postnatal, growth and development, neonatal and pediatric diseases and specific techniques and modifications of techniques for the care of neonates and children. PR: 203, 205, and 206.

209. Cardiopulmonary Rehabilitation**three hours**

A survey of theory and procedures in the rehabilitation of patients with cardiac and pulmonary diseases. PR: 203, 205, and 206.

210. Pulmonary Function Testing**two hours**

A survey of theory, procedures, and equipment used in the diagnosis of pulmonary disease. PR: 104, 206.

211. Respiratory Therapy Clinical Application III**six hours**

The application of the theory taught in 208, 209, and 210 and the further practice of previously taught skills. Thirty-two hours per week clinical practice. PR: 204.

Social Science

(Division of Social Science)

150. Introduction to Appalachian Studies**three hours**

An interdisciplinary study of Appalachian culture, focusing on the values, attitudes, and problems of the region, as reflected in its history, geography and its political, economic and social institutions. (This course may be taken for general elective credit toward all degrees, but does not satisfy the General Studies requirement for any degree.)

199. Special Topics in Social Science**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as the electives in degree and certificate programs.

431. Methods and Materials of Teaching Social Studies**two hours**

Theory and practice in secondary school social studies. Students participate in laboratory exercises using various techniques of teaching social studies teaching and its various disciplines. Each student is also required to plan and teach at least one micro-unit. (Included as part of the Initial Performance Practicum)

D. Interdisciplinary Seminar**three hours**

Identification and synthesis of major concepts in the fields of geography, history, political science, psychology, sociology and economics. No prerequisites for History majors. PR for teaching degree candidates: History 107, 108, 111, 112, 302, 319, 341; Geography 210; Political Science 103; Sociology 110, 301; Economics 200 and/or consent of the instructor.

Social Service Technology

(Division of Social Science)

D. Social Service Technology I**four hours**

A study of available community resources and an assessment of unmet needs. (Three hours lecture and one hour laboratory.)

E. Social Service Technology II**four hours**

Beginning theory and practice for the paraprofessional worker in service delivery system. (Three hours lecture and one hour laboratory.) PR: SST 100.

F. Special Topics in Social Service Technology**one-twelve hours**

Studies in special selected topics. The topics to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

G. Social Service Technology III**four hours**

Advanced theory and practice in problem solving. A study of techniques and roles used by the paraprofessional in the service delivery system. (Three hours lecture and one hour laboratory.) PR: SST 101.

H. Practicum**one-twelve hours**

A supervised field experience in a local public or private agency. PR: ST 200 and consent of Instructor.

Social Work

(Division of Social Science)

D. Special Topics in Social Work**one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

E. Introduction to Social Work**three hours**

A study of the history and development of social work and social welfare policy and services. Open to all students.

F. Interpersonal Skills Seminar**two hours**

Basic skills in interpersonal communication and the helping relationship. Verbal, nonverbal, and writing skills of listening, observing, interviewing, recording and data gathering will be stressed. PR: 210 or consent of instructor.

G. Human Behavior and the Social Environment**three hours**

An integration of the biological, cultural, psychological and social aspects of human behavior through a study of social systems. PR: 211.

H. Social Work Practice**three hours**

An introduction to the generalist concept of social work practice. Emphasis on prob-

lem solving as a goal directed process toward planned change with a range of client systems. PR: 211.

304. Practice Interventions I **three hours**

Problem identification, assessment and evaluation with individual, family and group client systems. Interventive roles, techniques and strategies utilized by the general practitioner will be emphasized. PR: 302.

400. Social Welfare Policies and Service **three hours**

Analysis of policy formulation and services implementation based on what has occurred in the past. Possible future reform in social welfare policy and services needed in our changing society. Existing policy and programs will be selected for review and analysis to determine who gets what, when and how. PR: 302.

402. Practice Interventions II **three hours**

Interventive roles for problem identification, assessment, evaluation, and resolution with organization and community client systems. PR: 302 and 485.

404. Practice Interventions III **three hours**

Policy and program designing for rural service delivery. Knowledge and skills in administrative roles and functions. PR: 300 and 402.

412. Senior Seminar **two hours**

A seminar to integrate and review areas of content in the social work major. PR: 485.

485. Practicum **one-nine hours**

An examination of the social welfare agency through an educationally directed, supervised field experience. PR: 300 and 302.

488. Practicum **one-twelve hours**

An examination of the social welfare agency through an educationally directed, supervised field experience. PR: 304 and 400.

Sociology

(Division of Social Science)

110. Introductory Sociology **three hours**

The course is built around selected sociological concepts to provide a general understanding of our modern society.

199. Special Topics in Sociology **one-twelve hours**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits will be applicable as free elective in degree and certificate programs.

200. Social Problems **three hours**

A study of social stresses and strains in important areas of human relationships. PR: Soc. 110.

240. Nonparametric Statistics **three hours**

Introduces the student to the fundamental principles of descriptive and inferential statistics with an emphasis on the analysis of nominal and ordinal data. These include non-parametric tests of significance, scaling, coding, and a discussion of hypothesis construction. This course should be taken during the Sophomore year. No prerequisites. (Credit in either Political Science or Sociology).

301. Anthropology **three hours**

A study of human biological and social origins, including human pre-history, race, origin and nature of culture, social organization among preliterate peoples, cultural diffusion, and culture change. PR: Soc. 110.

5. **Social Psychology** **three hours**
A study of social structure and social interaction. Techniques of leadership and control receive special study. PR: Soc. 110. Psychology 101 or Education 302 and 303 recommended. Same course as Psychology 230.
6. **Sociology of the Family** **three hours**
A study of the background, structure and function of the American family with emphasis placed on the effect of social change upon the family. The meaning of the paired relationship is examined along with alternatives to marriage and the family. PR: Soc. 110.
7. **Social Stratification** **three hours**
The course includes an analysis of social structure and stratification in terms of class, status, and power relations in society; an examination of theories and research findings.
8. **Urban Sociology** **three hours**
A study of the characteristics of urban society including its culture, social relationships and institutions. Urban society is studied in comparison with rural society as a part of the American Society. PR: Soc. 110, 200.
9. **Juvenile Delinquency** **three hours**
A study of what society defines as delinquent behavior and of the young people designated as delinquents. Emphasis will be placed on the causes of delinquency and on various techniques and methods of prevention, treatment, and rehabilitation. PR: Soc. 110, 200.
10. **Afro-American History & Culture** **three hours**
A multi-disciplinary approach to the Negro in American life beginning with African civilization and covering the period up to and including the American Civil War. (Credit in History or Sociology).
11. **The Black Man in America** **three hours**
An in-depth study of the history and culture of the Black Man in the United States from 1865 to present. (Credit in History or Sociology)
12. **Industrial Sociology** **three hours**
A study of the organization, structure, function and social relationship found in the various areas of industrial activity in American society. The area of industrial relations receive special emphasis. PR: Soc. 110.
13. **Community Organization** **three hours**
A study of the structure and function of the various social groupings found in the community. The course is oriented toward the development of community leadership potential. PR: Soc. 110, 200.
14. **Minority Groups** **three hours**
A study of racial and cultural minority groups in the United States with special emphasis upon understanding the cause of their persistence and the reason for majority-minority antagonisms. A study of the techniques whereby prejudices are developed and reduced will be made. PR: Soc. 110, 200.
15. **Methods of Social Research** **three hours**
This course is an introduction to the planning and implementation of social research projects. The course will consider the topics of variables & hypotheses, flowcharts, scales, questionnaires, coding instructions & data sheets, machine processing, and survey analysis of the data. PR: 110 and 200.
16. **Advanced Methodology** **three hours**
This course will critically interrelate and compare the various stages of social research such as conceptualization of hypothesis, measurement, experimental design, sampling, data collection, data analysis, and data interpretation. Within this format, various special topics will be developed depending upon the available resources. PR: Soc. 460 or Consent of the Instructor.
17. **Sociological Theory** **three hours**
A study of the historical development of modern sociological thought. PR: Consent of the Instructor.

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471. **Advanced Sociological Theory: A Critical Review** three hours
 An intensive study and critical examination of certain selected sociological theories and the ways in which they differ and are similar. PR: Sociology 470 or consent.
490. **Seminar: Sociological Literature** three hours
 A course designed to use original sources and publications not primarily used as text. PR: Soc. 470 or Consent of Instructor.
491. **Seminar: Sociological Literature** one to three hours
 A course designed to use original sources and publications not primarily used as text. PR: 490 or consent.
492. **Seminar: Sociological Literature** one to three hours
 A course designed to use original sources and publications not primarily used as text. PR: 490 or consent.
497. **Seminar: Special Problems in Sociology** one to three hours
 Open only for juniors and seniors majoring in Sociology. Reading and research subjects suited to the student's needs. PR: 470 or consent.
498. **Seminar: Special Problems in Sociology** one to three hours
 Open only for juniors and seniors majoring in Sociology. Reading and research subjects suited to the student's needs. PR: 470 or consent.
499. **Seminar: Special Problems in Sociology** three hours
 Open only for juniors and seniors majoring in Sociology. Reading and research subjects suited to the student's needs. PR: Soc. 470 or Consent of Instructor.
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Spanish

(Division of Language and Literature)

101. **Elementary Spanish** three hours
 Grammar, pronunciation, composition, translation.
102. **Elementary Spanish** three hours
 PR: Spanish 101 or one year of high school Spanish.
199. **Special Topics in Spanish** one-twelve hours
 Studies in special selected topics. The topic to be studied will be determined by instructor and approved by the division head. Credits earned will be applicable as electives in degree and certificate programs.
201. **Intermediate Spanish** three hours
 Rapid reading, grammar and conversation. PR: Spanish 101 and 102 or two years high school Spanish.
202. **Intermediate Spanish** three hours
 PR: Spanish 201.
210. **Spanish Civilization and Culture** three hours
 Independent study under the supervision of an instructor of the life, civilization, and culture of Spain, adapted to the interests and language level of the individual student. Consent of the instructor.
220. **Latin American Civilization and Culture** three hours
 Independent study under the supervision of an instructor of the life, civilizations, and cultures of Latin America, adapted to the interests and language level of the individual student. PR: Consent of the instructor.
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Speech Communication

(Division of Fine Arts)

- 0. Introduction to Speech Communication** **three hours**
An introduction to the elements involved in human communication, involving theory and practice as they relate to intrapersonal, interpersonal, group, and one to group communication.
- 3. Listening Skills** **one hour**
A one-hour course in listening behavior. The course will examine the research available concerning human listening and information processing with emphasis upon selective behavior and cognitive structuring. The course will include exercises designed to improve listening ability and skills.
- 5. Voice and Diction** **three hours**
Theory and practice of speech science to provide basic information prerequisite to other speech and drama study and to improve the skills of the speaking voice. Open to speech communication and theatre students and music students only. Alternate semesters.
- 7. Speech Improvement** **three hours**
Designed for students who wish to improve the effectiveness of their speech (voice and diction). Training in pronunciation, enunciation, and voice production in order to develop standard speech. Therapy for major speech disorders is not administered. May not be substituted for Speech 105 requirement. Alternate semesters.
- 2. Basic Speech and Hearing Science** **three hours**
An introduction to the scientific basis for speech and hearing.
- 3. Phonetics** **three hours**
A study of the phonetic characteristics in normal and deviant speech production.
- 4. Anatomy of the Speech and Hearing Mechanism** **three hours**
A study of the anatomy and physiology of the human speech mechanism, the human auditory mechanism, and the human nervous system.
- 1. Introduction to Broadcasting** **two hours**
Survey of the industry and its role in today's society. Historical development and current responsibilities of broadcasting. Organization of stations and their relation to networks. Federal regulations and industry codes. Technical aspects of radio and television. Brief consideration of programming and production techniques. Field trips to area commercial and educational stations. (Formerly Speech 330, Fundamentals of Radio and Television.) Alternate semesters.
- 3. Radio/Television Production** **four hours**
Study of basic production techniques currently employed in open and closed-circuit broadcasting. Study of the theory and practice of the skill aspects of several distinct areas of production. Three hours lecture and one two-hour laboratory per week. PR: Speech 100 and/or Consent of Instructor.
- 9. Special Topics in Speech Communication** **one-twelve hours**
Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.
- 5. Non-Verbal Communication** **two hours**
A two-hour course in the non-verbal component of speech communication. The course will examine the human body as a message carrier; the message characteristics of face, time, and artifacts; and finally, the functions of non-verbal communication as it affects first impressions, relational communication, and interaction. Spring Semester.
- 9. Language in Speech Communication** **three hours**
A study of verbal coding for communication. Focuses upon the function of language in verbal communication, theories of oral language acquisition and behavior and the special

problems involved in oral language coding for audiences. PR: Speech Communication 100 or Consent.

221. Classroom Communication three hours

An introduction to principles and practices of effective oral communication for classroom teacher with all study and practice directed toward the special speaking and listening needs of elementary and secondary classroom teachers and their students. English 104, 108. Required of all A.B. in Education students.

233. Interpersonal and Small Group Communication three hours

A study of communication in a dyadic and a small group context with emphasis upon the processes of role emergence and decision-making in the task oriented group. Group cohesiveness, roles, group acculturation, leadership emergence, and the small group organizations are among the topics studied. Spring Semester.

241. Argumentation and Debate three hours

A study of the principles of argumentation, logic and reasoning, evidence and decision-making. A practical application of these principles is emphasized through the study of current controversies and oral class debates. Fall Semester.

249. Intercollegiate Debate I-IV one-four hours

Training for and participation in intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. Credit is also given for research on the intercollegiate debate proposition for the current academic year. Maximum credit in any one semester is one hour. Open to freshmen and sophomores. Juniors and seniors see Speech Communication 444. Alternate semesters. PR: Speech Communication 200 or consent.

270. Radio/Television Announcing three hours

Study and practice of major aspects of various announcing styles, along with routine procedures in logging programs, EBS regulations, air-checks, etc. Requires two hours per week outside class practice time. PR: Speech 134 and/or consent.

271. Broadcast Practicum two hours

Designed to provide laboratory experience in b/w and color television production, and monaural audio production. Students participate in production for on and off camera dissemination.

272. Broadcast Practicum two hours

A continuation of 271.

273. Broadcast Practicum two hours

A continuation of 271.

274. Broadcast Practicum two hours

A continuation of 271.

276. Television Make-Up two hours

Fundamentals of the theory and technique of designing and applying television make-up, including laboratory experience.

277. Television Graphics two hours

Theory and practice of graphics design and production for television. Two hours lecture and one hour laboratory per week. PR: Speech Comm. 134.

278. Broadcast Studio Maintenance two hours

Theory and practice relating to the care and preventive maintenance of all major audio and video studio equipment and facilities. Items covered include microphones, audio and video recorders, turn-tables, audio and video control boards, studio lighting, television cameras, portable broadcast equipment, etc. Two hours lecture and one hour laboratory per week. PR: Grade of "C" or higher in Speech Comm. 134.

279. Broadcast Continuity Writing three hours

Formats of all types of radio and television writing except dramatic scripts. Continuity for talks, interviews, discussion, music, variety, documentary programs, and commercials. Students may participate in studio productions or writing projects. Alternate semesters. PR: Speech Communication 130.

6. **Field Study/Seminar** **six hours**
Open to students enrolled in two-year Radio/TV Communication degree. Designed to provide on-the-job work experience in cooperating radio and/or television communication facility. Offered Summer Sessions only. PR: Completion of the first two semesters of Radio/TV Associate Degree Program, with minimum over-all GPA of 2.00.
7. **Persuasive Communication** **two hours**
Designed to give advanced speech students training in the preparation, presentation, and critical analysis of persuasive speeches. Alternate semesters. PR: Speech Communication 101 or 210 or consent.
8. **Oratory** **one hour**
Study of origin, historical influences, and changing aims of oratory. Practice in development of memorized speeches for competition. Alternate semesters. PR: Speech 237 or consent.
9. **Speaking for Business and Professionals** **three hours**
This course is designed to meet the special needs for speech skills in business and professional fields. This course will focus on problems of research organization, and presentation of information. Special attention will be given to the techniques of giving directions, interviewing, persuasion, small group communication, and public speaking. PR: Speech Communication 100 or Consent.
9. **Communication in Organizations** **three hours**
This course will study the nature of communication in organizations and the skills necessary to communicate effectively in the organizational setting. This course will cover the organization as a communication system, the formal and informal systems, serial communication, networks, alternative communication systems, interpersonal and organizational communication skills, and communication problems and strategies in organizations. PR: Speech Communication 100 or Consent.
1. **Advanced Radio/Television Production** **four hours**
Continuation of Speech 173. Includes advanced work in audio and video techniques employing 1/2 inch, 2/4 inch, and 1 inch b/w and color video formats along with various audio formats. Participation in productions for on and off campus dissemination. Three hours lecture and one two-hour laboratory per week. PR: Grade of "C" or higher in Speech 173.
9. **Independent Study in Broadcast Production** **three-six hours**
Opportunity for the student to pursue in-depth study and production work within a special area of interest. Student must present a proposal fully describing the area of study and production and number of credit hours sought. Following departmental approval, the student will begin study in the selected area. At the close of the course the student will begin study in the selected area. At the close of the course the student will submit a paper and associated production for evaluation. PR: Speech Communication 171, 173, 271, 272, and 278. Grade of "C" or higher in Speech Communication 173 and 371.
1. **Extemporaneous Speaking** **one hour**
Study of origin, aim and development of extemporaneous speeches. Preparation for competition. Alternate semester. PR: Speech Communication 337 or consent.
1. **Methods and Materials in Teaching Speech Communication & Theatre** **two hours**
Philosophy, methods, and materials of teaching speech communication and theatre and of directing the speech communication and theatre co-curricular and extracurricular activities in the secondary schools. Fulfills Professional Block requirement for those with single teaching field in oral communication. Alternate semesters.
9. **Public Speaking Practicum I-VIII** **one-eight hours**
Preparation for and participation in public performances and inter-collegiate competitions and festivals in public speaking, i.e., after-dinner, extemporaneous, oratory, etc. Maximum credit in any semester is one hour. PR: Speech Communication 337 and/or consent.

449. Intercollegiate Debate I-IV**one-four hours**

Training for and participation in intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. Credit is also given for research in the intercollegiate debate proposition for the current academic year. Maximum credit any one semester is one hour. Open to juniors and seniors. Freshmen and sophomores see Speech Communication 249. PR: Speech communication 241 or consent.

459. Speech Correction**three hours**

An introduction to the field of speech therapy and audiology. Emphasis placed on identification of all speech defects, their diagnosis, and preventive and remedial techniques.

491. Directed Study in Speech Communication**one-four hours**

The student elects directed study in any area of speech communication which is not treated in the speech course offerings. Course is designed by the student and selected faculty with approval of department chairman. Maximum credit earned in any one semester is one credit hour. PR: Consent of Instructor.

Technology

(Division of Technology)

90-100 TEC I. Technology and Society**two hours**

An analysis of the historical development of man and technology as antecedents of technological society. Students will interact with the domains of technology through problem solving applications of engineering problems. PR: none.

90-199 TEC II. Special Topics**one-three hours**

A study of special topics of educational, technical, or industrial concern. PR: Consent of Instructor.

90-250 TEC III. History of Technology**three hours**

A survey course from pre-historical tool-making to atomic energy and computers in the 20th century. Credit in history or technical education. PR: sophomore standing.

90-260 TEC IV. Crafts**two hours**

The student is encouraged to explore, experiment, and create with a variety of materials and processes. PR: None.

90-299 TEC V. Special Topics**one-three hours**

A study of special topics of educational, technical, or industrial concern. PR: Consent of Instructor.

90-300 TEC VI. Engineering Analysis**four hours**

Technical problem solutions utilizing analytic geometry, differential equations. Applications will include curvilinear motion related rates, optimization methods, centroids and moments of inertia of plane and solid bodies, and electronic circuit analysis. PR: Math 102, Junior standing.

90-310 TEC VII. Man and Technology**three hours**

An historical study of man and technology as a basis for the development of contemporary philosophical systems. PR: Junior standing.

90-393 TEC VIII. Future of Man**three hours**

A team-taught multi-disciplinary study of the future and its possible alternatives. Areas of concentration are subject to students' choice. PR: Junior standing.

90-399 TEC IX. Special Topics**one-three hours**

A study of special topics of educational, technical or industrial concern. PR: Consent of Instructor.

90-400 TEC X. Work Experience Seminar**four hours**

A functional analysis of industrial organization and management, and the implementation of these concepts toward the initiation of a new industry. PR: Technology junior standing or consent.

- 401 TEC XI. Work Experience Laboratory** **eight hours**
On the job work experience including employer evaluation and an in-depth study of
ety Legislation relevant to the industrial enterprise. PR: TEC 90-400.
- 410 TEC XII. Guided Design Seminar** **four hours**
A seminar in design or research in selected areas of engineering or educational tech-
ogy. Open to division majors with senior standing in the baccalaureate program. PR:
chnology senior or consent.
- 499 TEC XII. Special Topics** **one-three hours**
A study of special topics of educational, technical, or industrial concern. PR: Consent.
- 200 TED I. Communications I** **four hours**
A study of the technical means by which man communicates. The emphasis will be on
development of basic skills in both electrical/electronic and graphic communication.
Sophomore standing.
- 201 TED II. Production I** **four hours**
A study of the means by which man provides goods and services of economic value for
needs and wants. The emphasis will be on the development of basic skills in a variety
material areas. PR: Sophomore standing.
- 202 TED III. Transportation I** **four hours**
A study of the means by which mass is moved from one point to another. This will be
ieved by studying the propulsion, guidance, control, suspension, structure, and sup-
t elements of a wide variety of transportation sub-systems. PR: Sophomore standing.
- 301 TED IV. Communications II** **four hours**
A study of the technical means by which man communicates. This will be achieved by
lying the media systems, system elements, and social/cultural aspects of the com-
munication system — past, present, and future. It shall be general education in nature
the immediate audience will be prospective junior and senior high school industrial
teachers. PR: 90-100.
- 302 TED V. Production II** **four hours**
A study of the means by which man provides goods and services of economic value for
needs and wants. This will be achieved by studying management, materials, processes,
cepts of mass production, and the social/cultural aspects of the production system. It
ll be general education in nature and the immediate audience will be prospective
ior and senior high school industrial arts teachers. PR: 90-201.
- 303 TED VI. Transportation II** **four hours**
A study of the means by which mass is moved from one point to another. This will be
ieved by studying the environments system elements, and social/cultural aspects of
transportation system — past, present, and future. It shall be general education in
ure and the immediate audience will be prospective junior and senior high school
ustrial art teachers. PR: 90-202.
- 320 TED VII. Elementary School Technology** **two hours**
The laboratory experiences derived from the technology of the home, community,
d world analogous to the lower intermediate, and upper elementary grades. A variety
materials, tools, and processes are utilized as each student develops his own ideas.
hesis is also placed upon the organization and administration of such a program. PR:
ne.
- 431 TED XII. Methods and Materials for Teaching
Industrial Arts** **two hours**
A course in which the particular problems and techniques of teaching Industrial Arts
dealt with. Emphasis is given to th special methods of handling demonstrations, use of
cial teaching aids and other related problems unique to Industrial Arts. PR: EDUC
), 250, 302, 303, 90-301, 90-302, 90-303.
- 450 TED XIII. Multiple Activities** **four hours**
A lecture/laboratory course designed to aid the Industrial Arts teacher in the organiza-

tion and administration of the laboratory and operationalize concepts inherent in teaching the multiple activities. PR: 90-301, 90-302, 90-303.

91-100 MAT I. Materials

two ho

An introductory scientific examination of: the inter-atomic and molecular structure of the 20th century metallic, polymeric, and ceramic materials; and the interrelatedness of structure upon performance characteristics in design decision making and upon economic decision making. Behavior of engineering materials will be examined during laboratory experiment/demonstrations of the effects of mechanical stress; of thermal and chemical activity; and of electromagnetic fields. Emphasis upon selection of materials for design will be made. PR: Freshman standing.

92-100 ELE I. Electronics

two ho

An introductory investigation of the applications of electronic phenomenon found in power distribution systems, communications systems, industrial machinery, controls, analogue and digital data processing systems, micro electronics, and microprocessors. Topics to be investigated will include: energy sources, development of electrical potential, power distribution, linear circuit analysis and design using Ohm's Law and Kirchhoff's Laws; and electrical diagnostic equipment functions, design, and use in AC and DC circuits. PR: Freshman standing.

92-200 ELE II. Electronic Shop Practices

three ho

Theory and practice in circuit and chassis fabrication and repair including forming, cutting, jointing, and drilling of metals, plastics, and ceramics. PR: 92-100.

92-210 ELE III. Circuit Analysis

two ho

Theory and problem solving course in analysis of electrical circuits including classical methods and computer techniques. PR: 92-100, Math 102, Phy. Sc. 100, 102, 104.

92-220 ELE IV. Linear Electronics

three ho

Study of the basic concepts of discrete and integrated linear devices and circuits including amplifiers, OP AMPS, and regulators. PR: 92-100 CR: 92-210.

92-230 ELE V. Digital Electronics

three ho

Theory and experimentation with SSI, MSI, and LSI devices and systems including such basic components as gates, counters, memories, timers, displays, etc. and systems as thermometers, tachometers, point of sale terminals and small computer systems. PR: 92-210, 92-220.

92-240 ELE VI. Industrial Electronics

three ho

Study of the operation of industrial power control systems including power devices and control circuits. Power devices covered include: relays, contractors, SCR's, and TRIAC's. Control circuits include VIT's, PVT's, DIAC's, Photodevices, timers, and control IC's. PR: 92-230.

92-250 ELE VII. AC-DC Machinery and Controls

three ho

Practical aspects in the use and maintenance of AC-DC machinery and power distribution including motors, generators, starters, speed controllers, breakers, transformers, etc. PR: 92-100.

92-260 ELE VIII. Communications Systems

three ho

Theory of AM, FM, and PCM transmission and reception systems and their regulation as required for the FCC 2nd class Commercial Radiotelephone examination. PR: 92-230.

92-300 ELE IX. Advanced Linear Electronics

two ho

Study of linear integrated circuits including OP AMPS, comparators, consumer devices, A/D and D/A converters, timers, etc. PR: 92-230, 90-300.

92-310 ELE X. Microcomputer Systems

two ho

Theory and use of 8 and 16 bit microprocessor systems including system design, hardware configuration, software development and programming. Serial and parallel interfacing, and control of processes. PR: 92-230, 90-300.

- 400 ELE XI. Current Topics in Electronics** two hours
Discussion of new development, devices and trends in industrial and consumer electronics. PR: 92-300, 92-310.
- 410 ELE XII. Data Acquisition and Control Systems** two hours
Theory and use of data acquisition and control systems including transducers, signal conditioning circuits, multiplexing, A/D and D/A converters, computers, and control devices. PR: 92-300, 92-310.
- 420 ELE XIII. Advanced Communication Systems** two hours
Theory of television microwave, optical, and data communications circuits and systems. CR: 92-400, 92-410.
- 100 IND I. Processes** two hours
An introductory exploration in the fields of manufacturing relevant to design and reliability. A special emphasis on safety will be introduced in the various areas. The processes dealing with structural properties and fabrication of the metallics, the polymeric, and the ceramics from the primary design to the finished product will be discussed and demonstrated with student's participation as laboratory experiences. Conventional processes such as cutting, forming, casting, and joining will be considered and demonstrated along with; automation and numerical control processing, non-traditional manufacturing processes, quality control and product reliability. PR: none.
- 200 IND II. Welding** four hours
The reading of symbols and the production of ferrous weldments, in and out of position, using both gas and electric processes. PR: none.
- 210 IND III. Machine Shop** three hours
Fundamentals of hand and machine tools, involving the lathe, drillpress, grinder, mill and other metal working machines with problem solving in layout and machine design. PR: none.
- 220 IND IV. Metallurgy** two hours
An introduction to the basic elements of metallurgy including structure of metals, properties, smelting, refining, heat treating, and testing. PR: 93-100, 91-100.
- 230 IND V. Advanced Welding** three hours
This course is involved with pipe welding (electrode) G.M.A.W./M.I.G. (semiautomatic, cored and solid wire), and T.I.G. (tungsten-inert-gas). Methods of producing and fabricating to standard specifications. PR: 93-200.
- 240 IND VI. Manufacturing Processes** four hours
An experience involving basic techniques in manufacturing and fabrication of metal products. The process includes conception of an idea to be placed in experimental and developmental stages and final completion and mass production. This includes the use of lathe, milling machine, drill press, surface and tool grinder, friction band saw, and the use of precision measuring instruments for lay-out and design. Special emphasis will be placed upon production safety. PR: 93-210.
- 250 IND VII. Personnel Problems and Labor Relations** three hours
A seminar dealing with the problems of labor and management, wage and hour laws, and industrial regulations. PR: Sophomore standing.
- 300 IND VIII. Industrial Economy** three hours
Techniques of engineering economy as related to cost, design, and selection of materials. PR: 93-240, 90-300.
- 310 IND IX. Plant Layout and Production Control** two hours
A study of the economical arrangement of stocks, machines, and layout of aisles for efficient handling of materials and production. PR: 93-300.
- 400 IND X. Time and Motion Quality Control** two hours
Fundamentals of work simplification and motion economy using the techniques of time and time study for the development of effective methods of production. PR: 93-300 CR: 93-310.

93-410 IND XI. Industrial Management **three hours**

A survey of the operational, financial, marketing and accounting activities of industrial organization. A detailed survey of the duties of management as related to production personnel, and human factors. PR: 93-400.

93-420 IND XII. Heavy Equipment Fabrication **three hours**

Resistance, gas and electric-arc welding and cutting, capabilities and limitations of lathe and milling operations; techniques of materials forming, fabrication and heat treatment. PR: 94-200, Chemistry 102, Physics 102, or consent.

94-100 MEC I. Mechanics **two hours**

A continuation of the study of force equilibrium of static and dynamic systems imposed upon solids, liquids and gases. Emphasis is placed upon vector analysis involving fluid machine and structural engineering systems. Topics include: introduction to vector analysis; equilibrium, kinematics and dynamics of particles and rigid bodies on two and three dimensional force systems; distributed and equivalent force systems, structural analysis of members, frames and machines, internal forces in static and dynamic equilibrium, friction and its analysis in machine and fluid systems, centers of gravity, centroids and moments of inertia of areas and masses, and an introduction to virtual work; work and energy methods, impulse and momentum methods; and an introduction to mechanical vibrations. PR: none.

94-200 MEC II. Engineering Mechanics **four hours**

The study of force systems and their effect upon both rigid and deformable bodies. Topics of study include: force systems, force equilibrium, friction, centroids and moments of inertia, stress and strain, torsion, bending beam design. PR: 94-100, Math 101, Physical Science 100, 104.

94-210 MEC III. Thermodynamics **three hours**

A study of the first and second laws of thermodynamics. Topics of study include: energy forms, enthalpy, entropy, reversible and irreversible processes and cycles, applications of thermodynamics to pumps, compressors, turbines, and other energy systems. PR: 95-100.

94-220 MEC IV. Fluid Power **three hours**

Fluid power is the field of study given to the practical application of fluid mechanics. Topics of study include: fluid properties, compressible and incompressible fluids, fluid statics and fluid mechanics, fluid power components; pumps, valves, motors, transmissions, filters, hydraulic and pneumatic circuits. PR: 95-100, CR: 94-200, 94-210.

94-230 MEC V. Heating, Ventilation, and Air Conditioning **three hours**

A review and study of the principles of fluid mechanics, heat transfer, and thermodynamics as applied to HVAC. Topics of study include: residential and commercial environmental control, load calculations, sizing and selection of HVAC components such as; evaporators, condensers, compressors, blowers, filters, humidifiers, heat exchangers, venting and duct systems. PR: 94-210, 94-220.

94-240 MEC VI. Machine Design I **four hours**

Application of the principles of mechanics to the design and selection of machine elements. Specific components included are: shafts, keys, springs, fasteners, brakes, clutches, belts, bearings, and gears. Design projects will be assigned. PR: 94-200, 94-220, 99-100, 99-235.

94-300 MEC VII. Energy Conversion Systems **four hours**

The study of a number of methods of energy conversion from one form to another to do useful work. This will involve the study and analysis of electrical, thermodynamic machine and fluid systems. PR: 94-200, 94-220, 90-300.

94-350 MEC VIII. Machine Design II **three hours**

The study of the dynamics of mechanisms. Topics will include: kinematics and kinetics of particle and rigid body motion in two and three dimensions, vibrations, momentum, work, and energy. PR: 94-240.

- 4-400 MEC IX. Materials Testing, Instrumentation, & Measurement** **three hours**
 Applied engineering measurements and instrumentation dealing with forces, displacements, stresses, strains, velocity, acceleration, etc. and the static and dynamic destructive and nondestructive testing of engineering materials and machine parts. PR: 94-100, 94-410. CR: 94-300.
- 4-410 MEC X. Thermodynamic Systems** **three hours**
 A continuation of the study of the laws of thermodynamics with special emphasis upon applications to heat, power and refrigeration cycles. Topics include: energy availability and irreversibility in open and closed thermodynamic systems; mixtures of gases and vapors; reactive systems; internal and external combustion power cycles; reversed cycles; work from nuclear energy and by direct conversion; flow through nozzles and diffusers; magnet-hydrodynamic systems. PR: 95-100, 94-210, 94-230, 94-300.
- 4-420 MEC XI. Heat Transfer** **three hours**
 A study of the dynamics of heat energy interactions in solids, liquids and gases. Topics include: fundamental laws of conduction, convection and radiation heat transfer; material principles of heat transfer to analysis, design, and selection of materials for energy systems. PR: 94-230, 90-300.
- 4-430 MEC XII. Heat Transfer Systems** **three hours**
 A continuation of the study of conduction, convection and radiation heat transfer with emphasis upon applications to residential, commercial, industrial and research heat exchanger design. Topics include: steady-state and transient heat conduction; two or more dependent variable heat conduction; numerical and analog methods for heat conduction; forced and free convection; condensing and boiling heat transfer; radiation; heat transfer by combined mechanisms; heat exchange design. PR: 94-420.
- 4-440 MEC XIII. Engineering Systems Design Laboratory** **three hours**
 A study of analog, digital and mixed engineering systems; similitude of mechanical and electrical engineering systems; dimensional analysis and theory of models. PR: MEC senior standing or consent.
- 4-105 MEC. Engine Theory** **three-four hours**
 A survey of engine design and characteristics. The operation and principle of internal combustion engines and nomenclature, location, and function of stationary and moving parts. PR: none.
- 4-115 MEC. Power Transfer Theory** **three-four hours**
 A study of the transfer of power to its terminal use through transmissions, torque converters, propellers, shafts, universals, differentials, and other drive mechanisms, as well as direct transfer by air or other fluids. PR: none.
- 4-125 MEC. Integrated Automotive Systems** **two hours**
 Introduction into all systems of the automobile. The student will be able to identify components of cooling, intake, ignition, charging, starting systems, etc.
- 4-205 MEC. Carburetion and Ignition Theory** **three-four hours**
 Methods and principles involved in the flow, metering, atomization, and delivery of fuel. Theory and practice of generation and distribution of electricity through the electrical system. PR: 94-105.
- 4-215 MEC. Hydraulic and Suspension Systems** **three-four hours**
 The theory and practice of suspension and hydraulic systems used in modern vehicles. PR: none.
- 4-225 MEC. Electrical Systems & Air Conditioning** **three-four hours**
 A study involving the theory, operation and maintenance of the automotive battery, starter, alternator, regulator, and air conditioning system. PR: 92-100.
- 4-100 MIN I. Energy** **two hours**
 A beginning course to introduce various types of power including both sources and generation with methods of transportation. Systems covered — mechanical, fluid, electrical, water, nuclear, and solar. PR: Freshman standing.

95-200 MIN II. Coal and Mining Methods**two h**

Study of geologic principles, including structure of earth's crust, rock types and formation, and formation and lithification of coal; study of underground and surface mining methods, including extraction and haulage; basic rock mechanics inclusive of roof, rib and ground control techniques and principles; mine gases and dust control; emphasis on safety and production considerations. PR: 95-100, 91-100, 94-100, Physical Science 102.

95-210 MIN III. Coal Analysis and Preparation**two h**

Coal petrography, principles of preparing coal for markets; applications of principles of mechanics and mining to preparation plant design, utility site storage, distribution, preparation for use and injection. PR: 92-100, 95-200, Physical Science 104.

95-220 MIN IV. Mine Mapping and Ventilation**three h**

Drafting principles, including descriptive geometry and topographical drafting, surveying principles applied to mine mapping; principles and purposes of methods and components used in coal mine ventilation systems; emphasis on federal and safety regulations. PR: 95-200, 99-100, 96-200, Math 102.

95-230 MIN V. Mining Equipment and Maintenance**three h**

Basic fluid power; functional analysis of mine equipment; principles of electrical, pneumatic, hydraulic and mechanical machinery and legal permissibility applied to operation, design and control of underground and surface coal mine equipment including specifications for purchasing, machinery maintenance theory, practice and technique and their application to modern mine equipment. PR: 95-210, 92-250, 94-200.

95-300 MIN VI. Mine Management and Economics**two h**

Governmental, social and labor influences on management of a modern mining operation and mineral economics; principles of economy applied to cost analysis, working capital, inventory, and replacement policies. PR: 95-210, 95-220, 95-230, 97-200, Economics 200, Junior standing.

95-310 MIN VII. Coal Mine Environment and Environmental Control**two h**

Applications of principles of mechanics, geology, chemistry, and mining to the design of systems for solid, liquid, and gaseous refuse treatment disposal and control, noise, water treatment, dust and gas control, subsidence, and land reclamation and revegetation. PR: 95-300, 90-300, 94-210, Chem. 102, Physics 102.

95-320 MIN VIII. Mine Layout**three h**

Study of coal mine plant systems, application of principles of mine safety engineering, electricity distribution, drainage, haulage, ventilation, rock mechanics, and preparation to underground and surface plant layout and design. PR: 95-310, Senior standing.

95-400 MIN IX. Coal Processes and Energy**three h**

Principles of chemistry, physics, thermodynamics, and reaction kinetics applied to coal processing and conversion including combusting, coal gasification and liquifaction, hydrogenation and desulfurization processes, and electro-chemical and ionization conversion techniques; also new and advanced processing and conversion concepts. PR: 95-320 or consent.

95-410 MIN X. Advanced Coal Mine and Equipment Design**three h**

Advanced layout and design of coal mine plant and coal extraction processes, including advanced ground control, rock mechanics and new extraction and transportation theories; and selection of equipment based on electrical, hydraulic and mechanical requirements, incorporating new equipment concepts. PR: 95-320.

95-320 MIN XI. Coal Mining Safety—MESA**twelve h**

In residence at National Mine Health and Safety Academy, Mine Enforcement and Safety administration (MESA), Beckley, W.V. Comprehensive study of coal mine health and safety engineering, including safety and inspection procedures, health and safety standards, industrial hygiene, equipment permissibility, mine emergency procedures and industrial psychology. PR: 95-320, Senior standing.

- 200 CIV I. Surveying I** **three hours**
 Introduction in the use of the engineers tape, transit, and level; and the methods of recording field data in the surveyor's notebook. Field problems associated with the theory will cover horizontal and vertical measurements, differential and profile leveling, angular and bearing measurements. Also included in traversing and plotting. PR: 99-102, Math 102.
- 210 CIV II. Light Construction** **four hours**
 Practices utilized in the erection of residential and industrial buildings with technical information involving problems from ground to roof. PR: 94-200.
- 220 CIV III. Heavy Construction** **four hours**
 An advanced building course concerned with concrete, steel, wood and masonry design methods and practices. Attention will be directed toward the physical and mechanical properties of construction material including analysis and design of determinate and indeterminate prestressed beams and frames and other ASTM testing. Problems involving the use of beams, girders and columns will be considered. PR: 94-200, 96-210.
- 230 CIV IV. Construction Planning** **two hours**
 Highways: Economics and Finance, Planning and Design, Surveys and Plans; Engineering, Inspection, Soil, drainage, Pavement, Construction Operation; Scheduling, Equipment, Work. Engineering Material: Steel, Concrete, Asphalt, Timber, Soil. PR: 94-200, 96-210 CR: 96-220.
- 240 CIV V. Surveying II** **three hours**
 A continuation of Surveying I, applications of the basic surveying skills include: traversing, stadia, observations for meridian, topographical maps, rectangular coordinates, and photogrammetric mapping. Also simple construction, mining and land surveys. PR: 96-200.
- 250 CIV VI. Highway Design** **two hours**
 This comprises the basic highway design principles pertaining to: economics, route selection, terrain, soil surveys, alignment, grades, earthwork, drainage, pavement, and the field office work necessary for construction. PR: 96-230, 96-240, CR: 90-300.
- 260 CIV VII. Structural Design** **two hours**
 The analysis, design, and testing of concrete, and steel beams, tension members, columns, and riveted, high strength bolted and welded connections, study and design of industrial building roofs and vents, continuous spans, light weight steel construction. Study of the latest AISC manual and specifications. Design and testing of timber members and their connections. PR: 96-220, 96-230.
- 270 CIV VIII. Land Surveying I** **three hours**
 A study of that area of surveying that deals primarily with public lands. The course covers: kinds of land surveys, monuments and markers, and boundary location. Field work includes actual surveying of rural and urban lands for recording. PR: 96-240.
- 280 CIV IX. Laws and Codes for Engineers** **two hours**
 Basic principles and methods most significant in contract relationship (bonds, contracts, arbitration, negotiation); appreciation of the legal aspects of construction. Study of national, state, local codes, interpreting and outlining of deeds and recording of plots. Research of the judicial procedure, consumer laws, industrial contracts and duty care. PR: 96-310, CR: 96-400.
- 290 CIV X. Land Surveying II** **three hours**
 A continuation of Land Surveying I. Field work and class material includes: scope of surveying, city surveying, partition of lands, plotting, land descriptions, search of records, survey for deed, legal terms, legal authority of the surveyor and registration of the land surveyor. PR: 96-400 CR: 96-410.
- 300 CIV XI. Advanced Surveying Problems** **three hours**
 This course is offered as an elective for those students desiring to improve their ability and self-confidence in surveying. Both engineering (construction) and land surveying are

covered. Subjects include: triangulations, curves, route surveying, mine surveying, and cross-sections, computations, construction layouts, alternate methods of land surveys and land descriptions. PR: 96-400 CR: 96-420.

96-100 WOD I. Wood Technology

three ho s

The theory, application and treatment of woods and hand and machine woodwork. A basic class dealing with wood identification, wood usage, woodworking tools machines fabrication, joinery, adhesion and finishing. PR: none.

96-205 WOD II. Furniture Construction and Design

two ho s

A lecture-laboratory course in the development function of design, especially as it applies to the area of household furniture. Student problems include the designing of furniture and other household articles which are to be used as projects in the industrial arts laboratories. PR: 96-100.

96-215 WOD III. Wood Finishing

two ho s

A survey course in the materials and methods commonly used in the finishing of furniture and similar articles, and readily applicable to use in high school situations. Various types of dyes, stains, shellacs, varnishes, lacquers, and sealers will be used on sample panels. PR: 96-100.

96-225 WOD IV. Cabinet Construction and Design

two ho s

A lecture-laboratory course in the developmental function of design, especially as it applies to cabinet making. The projects will be made in conformity with the drawings and specifications as developed. Advanced work in the use of machine tools, techniques, and processes will be stressed and a high level of craftsmanship will be maintained. PR: 205.

96-235 WOD V. Advanced Woods

three ho s

A lecture-laboratory course with emphasis on the use of advanced techniques in design and construction of home furniture. Particular attention is given to the use of veneers, inlays, overlays, and other advanced methods of enhancing the finished appearance of projects. PR: 96-100.

97-200 SAF I. Safety Supervision

three ho s

A study of safety management structures and personnel responsibilities within a corporation. Structure for implementation of practices related to the safety mission, management by objectives, safety program audit and workman's compensation are included. PR: none CR: 93-250.

97-201 SAF II. Occupational Safety

three ho s

A basic investigation into OSHA Standards pertaining to general and construction industry. Record keeping and OSHA inspections procedures are included. PR: none

97-210 SAF III. Motor Fleet Safety

three ho s

A study of State and Federal transportation laws, driver training procedures, vehicle maintenance programs, and non-highway transports related to industry. PR: none.

97-220 SAF IV. Environmental Hazard Control

three ho s

A survey of hazard control assumptions pertinent to environmental safety and hazard control. Including facilities, equipment and control features recommended by authorities in the fields of engineering, medicine, public health and safety. PR: 97-201, CR: 100, Science 291, Chem 102, Physics 102.

97-230 SAF V. Introduction to Industrial Hygiene

three ho s

An introduction to techniques employed to recognize, evaluate and cope with various hygiene problems related to general industry. PR: 97-220 CR: Chem. 102, Physics 102

97-240 SAF VI. Safety Engineering Design

three ho s

Design engineering and engineering countermeasures needed to minimize losses incurred by man and the environment. PR: 97-220.

97-300 SAF VII. Disaster Preparedness and Emergency Systems

two ho s

A study of the major elements of disaster and emergencies, including a systematic and organized method of preparedness planning for these events.

- 310 SAF VIII. Human Factors in Accident Prevention** **three hours**
Physical, mental, emotional, and social factors related to effective programs of accident prevention, reduction, and control.
- 400 SAF IX. Security Practices and Loss Minimization** **three hours**
Recruiting of the industrial enterprise with respect to property, material, and individuals. Monitoring and surveillance measures are emphasized.
- 410 SAF X. Safety Legislation and Compliance Operation** **two hours**
Study of Federal, State, and Local legislation pertinent to today's Safety Movement.
- 205 FS I. Fire Protection Organization** **two hours**
Dimensions of the fire problem, economic environmental, social, fire protection organization, management, communication, layout of facilities and methods of administration.
- 215 FS II. Fire Suppression** **three hours**
The examination of the chemical requirements for combustion, the chemistry of fuels and explosive mixtures and the study of the various methods of stopping combustion of fires. Analysis of the properties of materials affecting fire behavior.
- 225 FS III. Hydraulics and Water Supply** **three hours**
Design of water supply and distribution systems for fire protection. Laboratory experiences in operational and hydraulic problems.
- 235 FS IV. Fire Prevention and Inspection** **three hours**
A study of all types of industrial processes requiring special fire protection treatment such as heating equipment, flammable liquids, gases and dusts. Emphasis on fundamental theories involved, inspection methods, determination of relative hazards, application of codes and standards and economics of installed protection systems.
- 245 FS V. Detection and Suppression System** **three hours**
Study of heat, sensitivity, thermostats, fusible elements, fire detection systems, design and layouts, alarm systems, power sources, safeguards, municipal alarm systems, construction, installation and maintenance requirements. Automatic extinguishing systems design and layout of water, gas and power systems.
- 255 FS VI. Fire Tactics and Strategy** **three hours**
Organization of the fire attack team, the chain of command, manpower, equipment and water supply. Concepts of tactical operation, strategy, logistics and tactics.
- 100 PRT I. Printing Processes** **three hours**
An introduction to the Graphic Arts. This course deals with the basic methods of creating visual elements on receiver materials. An investigation is made of: relief, intaglio, lithographic, porous, and electrostatic printing methods; continuous tone photography; and basic bindery operations. Experience is gained in each of these areas and in the various phases of production of these methods. PR: none.
- 200 PRT II. Composition and Photographic Mechanical Preparation** **three hours**
An elementary course in the make-up of copy. Emphasis is placed on composition and photography. There will be time given to image assemble and mechanicals, along with the basic camera work and elementary stripping. PR: 98-100.
- 210 PRT III. Image Transfer Mechanisms** **three hours**
A study of image carriers such as relief plates, litho-plates, both surface and deep etch, engraving plates, and photo silkscreen. Transfer mechanisms are studied in depth. These include rotary, cylinder and platen press type. Certain speciality operations, such as die cutting, perforation, slitting and folding are also covered. PR: 98-200.
- 220 PRT IV. Estimating** **three hours**
The means of pricing and purchasing printed work. Time is spent in investigating the financial structure of the printing concern. The mark-up percentage, budgeted hourly method and Franklin Catalog are studied. PR: 98-210.

98-230 PRT V. Layout and Design**three hours**

The function of the art studio and the art director. Time is given to the psychological implications of the printed word and color. The student experiences the various stages of make-up from ideas to camera-ready copy. Time is given to design and production of original work. PR: 98-210.

98-240 PRT VI. Graphic Arts Photography**three hours**

A study of the factors that affect film. Experience is gained in the means of production of half-tones and special effects such as posterization, duping, clocking, and duo tone. Time is spent with both press proofing and non-press proofing, and in the area of photo fabrication. PR: 98-210.

98-250 PRT VII. Printing Practicum**two hours**

Supervised on-the-job learning experience with the college in-house printing facilities. Students will gain experience in graphic arts photography, stripping and photoplating, electrostatic platemaking, presswork and bindery. Employed in the two-year printing technology and four year printing management programs. PR: 98-210, 98-220, 98-230.

98-260 PRT VIII. Practicum Commercial/Graphics**six hours**

Supervised on-the-job learning work experience with a cooperating business or industry. Employed in Commercial Design Graphics Program. PR: 98-210, 98-220, 98-230. (Commercial/Graphics only).

98-300 PRT IX. Continuous Tone Photography**two hours**

A beginning course in the utilization of the hand-held camera. The emphasis is placed on the taking of pictures and the processing of black and white film. Topics covered include film and print processing, camera basics, camera formats, lens types, portrait photography, photo journalism and photographic ethics. PR: 98-220, 98-230, 98-240.

98-310 PRT X. Advanced Continuous Tone Photography**three hours**

A continuation of 98-300, covering such areas as advanced black and white work, large format camera work, artistic expression, and color photography. PR: 98-300.

98-400 PRT XI. Printing Plant Management**three hours**

The problems of management as found in the printing industry. Topics include personnel hiring, production, inventory, quality control, shipping, and plant layout. PR: 98-220, 98-230.

98-410 PRT XII. Printing Techniques**four hours**

An opportunity to investigate an area not included in the regular listing of courses in the communications field. It is possible to do a further study of some area previously covered. PR: 98-220, 98-230, 98-300.

99-100 DRF I. Design**two hours**

An introduction to design in engineering, study of the fundamental techniques of graphical communication, design process, drawing for manufacture, spatial analysis and numerical relationship. PR: Freshman standing.

99-205 DRF II. Technical Illustration**three hours**

An introduction to convey information as to the shape, size, location and function of an item. Areas include patent drawings, technical sketches and drawings, illustration of parts catalogues as well as assemblies, and topographic drawing and mapping. Technical Illustration may appear with blueprints and are often drawn in three dimensions and are generally artistic. PR: 99-100.

99-215 DRF III. Architectural Drafting**four hours**

A team approach to the development of design problems residential in nature and design presentation in model form or rendered perspective drawing is encouraged. The selection of framing methods and materials and determination of mechanics and electrical systems are included. Preparation of millwork drawings, cabinets and built in details, drawings, and door and window schedules. Finalization of residential drawings in compliance with national, state and local codes. PR: 99-100.

- 225 DRF IV. Descriptive Geometry** **two hours**
 A study of the science of graphic representation and solution of space problems involving points, lines, intersections, parallelism, perpendicularity, revolution, vectors, developments, shades and shadows, conics, and spherical triangles. PR: 99-100.
- 235 DRF V. Technical Drafting** **three hours**
 A higher level of drafting techniques will be studied in this course. Study will include production drawings, plumbing, heating, and air conditioning drawings, fluid-power systems, graphs and charts, product design and development. PR: 99-100.
- 245 DRF VI. Architectural Design** **two hours**
 A comprehensive study of the planning and designing of residences and small single-story commercial buildings. Primary considerations involved in the building industry, including cost, styling, basic structure, codes zoning, and cost. Study of the classical and modern architecture. Treatment of environmental concerns and the functional and aesthetic needs of the family. PR: 99-215.
- 255 DRF VII. Tool Design** **four hours**
 Design of tooling, including jigs, and fixtures for machine operation such as drilling, turning, tapping, boring, milling, turning, grinding, and sawing presswork and design of dies for blanketing, piercing, drawing, bending, forming, and progressive die operation. PR: 99-100, 99-235.
- 265 DRF VIII. Blueprint Reading** **two hours**
 A course in the reading of the prints and drawings most commonly found in industrial applications. Emphasis is placed on the development of speed and accuracy in the use of blueprint drawings. PR: 9-100.
- 270 ARC I. Graphics** **three hours**
 This course demonstrates the various visual techniques used in design presentations. The student will practice lettering, projections and 3-dimensional drawing. Water color, ink, and pencil techniques will be applied to graphic presentations. PR: 99-100.
- 280 ARC II. Design I** **four hours**
 A basic course in design philosophy representing visual perception, imaginative ability and understanding spatial relationships. Introduction to studies in basic human and environmental determinants of form as determined by site, climate and personal need. PR: 99-100.
- 290 ARC III. Construction I** **four hours**
 A study of building materials, their properties and use. Emphasis is placed on the method and pattern of fabrication. PR: 91-100, 99-100.
- 300 ARC IV. Architectural History** **three hours**
 A study of architectural development from Pre-Egyptian through modern man. Equal emphasis will be given to both the building and the architect. PR: Art 255.
- 310 ARC V. Structures** **three hours**
 Introduction to structural systems and engineering mechanics. The student will study statics and structures equilibrium, shear and moment diagrams as applied to concrete, steel and wood design. PR: 94-100, 99-200.
- 320 ARC VI. Design II** **three hours**
 Students will design and graphically present small design projects. The final product will be a small building complex. PR: 99-210.
- 330 ARC VII. Architectural Materials** **three hours**
 Beginning exploration into the nature of basic construction materials, their inherent characteristics and behavior relative to the natural and man-made environments in which they are required to work. PR: 99-240.
- 340 ARC VIII. Construction II** **three hours**
 Introduction to site analysis, mechanics of materials and wood/steel systems. PR: 99-

99-400 ARC IX. Design III**four hou**

Exploration of the dwelling unit generated by interpersonal relationship, site, climate and materials. PR: 99-250.

Theatre

(Division of Fine Arts)

100. Theatre Appreciation**two hou**

Study of drama as it occurs on stage, in movies, and in radio and television in order to form a critical appreciation of its purpose and effects. Alternate semesters.

110. Introduction to Theatre**two hou**

Required of all Theatre majors and minors. An overview of the purposes and organization of the theatre and allied areas and the functions of all of the jobs related to theatrical presentation; artistic, performer, director, designer, technicians, and "front-of-house" operations and introduction to the theatre as a profession: professional organizations and securing employment. First semester only.

140. Theatrical Production**two hou**

Lecture course introducing the student to the principles and techniques of the organization, planning, and execution of technical theatre production, including scenery, properties, lighting, costuming, sound, and stage movement.

148. Theatre Workshop I-IV**one-four hou**

Crew work is assigned to Masquers productions, studio theatre productions and reader's theatre. Opportunities for experience in all areas of technical theatre such as scenic construction, property, lighting, costume, and sound crews, depending upon the proficiency of the student. One hour of credit taken concurrently with Theatre 140 required of all BA Minors in Speech Communication and Theatre (Theatre Option) and AB in Education with teaching field in Oral Communication (grades 7-12). No more than one hour can be earned during a semester. Open to Freshmen and sophomores. (First four semesters) (Juniors and Seniors, see Theatre 432).

160. Technical Theatre Practicum: Costuming I**one ho**

Practical experience in varied aspects of costuming through work assigned to Masquers productions or other staged events. Open to freshmen and sophomores.

162. Technical Theatre Practicum: Lighting I**one ho**

Practical experience in varied aspects of lighting through work assigned to Masquers productions or other staged events. Open to freshmen and sophomores.

164. Technical Theatre Practicum: Properties I**one ho**

Practical experience in varied aspects of properties through work assigned to Masquers productions or other staged events. Open to freshmen and sophomores.

166. Technical Theatre Practicum: Scenic I**one ho**

Practical experience in varied aspects of scenic work through work assigned to Masquers productions or other staged events. Open to freshmen and sophomores.

168. Technical Theatre Practicum: Sound I**one ho**

Practical experience in varied aspects of sound through work assigned to Masquers productions or other staged events. Open to freshmen and sophomores.

199. Special Topics in Theatre**one-twelve hou**

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as free electives in degree and certificate programs.

212. Theatrical Make-Up**one ho**

Fundamentals of the theory and technique of designing and applying theatrical make-up, including laboratory experience and practical experience with Masquers productions and studio theatre productions.

20. **Oral Interpretation** two hours
An introductory study and practice of the principles involved in understanding the meaning or prose, poetry, and dramatic literature and in the effective oral and/or bodily transmission of that meaning to a listening and/or viewing audience. Alternate semesters. PR: Speech Communication 105 or Speech Communication 105 or consent.
28. **Oral Interpretation Practicum I-IV** one-four hours
Preparation for and participation in public performances and inter-collegiate competitions and festivals in oral interpretation. Maximum credit earned a semester is one credit hour. PR: Theatre 22 and/or consent of instructor. Open to freshmen and sophomores. Juniors and seniors, see Theatre 428. (first four semesters)
30. **Acting** two hours
Introduction to the theory and practice of fundamental acting techniques for the stage. Alternate semesters. PR: Theatre 220 or consent.
38. **Acting Workshop I-IV** one-eight hours
Public performance or the equivalent in Masquers or studio theatre dramatic productions. Maximum credit earned a semester is two credit hours. PR: Consent. Juniors and seniors, see Theatre 432. (First four semesters)
38. **Acting Workshop I-IV** one-eight hours
Public performance or the equivalent in Masquers or studio theatre dramatic productions. Maximum credit earned a semester is two credit hours. PR: Consent. Juniors and seniors, see Theatre 432.
44. **Introduction to Theatrical Design** three hours
An introduction to the principles of theatrical design, including scenic, lighting, and costume design. Alternate years. PR: Consent.
60. **Theatre History** three hours
Historical examination of the major theatrical periods through a study of the important playwrights, theorists, and other practitioners of each era. Alternate years.
14. **Advanced Theatrical Make-Up** one hour
Practice in advanced design and application of theatrical makeup. Assigned to Masquers productions and studio theatre productions. (Formerly Speech 301 Advanced Make-up). PR: Theatre 301.
26. **Advanced Oral Interpretation** two hours
A study of the special problems of oral interpretation in the areas of prose; poetry, and dramatic literature. Alternate years. Not a substitute for Theatre 221. PR: Theatre 221 or consent.
30. **Advanced Acting** three hours
Advanced Acting will involve special problems in acting related to movement, characterization and an introduction to styles to include representational style (Classicism, medieval, and romanticism). Alternate years.
36. **Directing** two hours
Principles and techniques of play directing. Special attention given to directing problems in educational theatre: play selection, budgeting, casting, mounting, and staging, public relations, and coordination of crafts. Alternate semester. PR: Theatre 140, 148 and/or Theatre 348 and consent.
44. **Advanced Theatrical Design** three hours
Advanced Theatrical Design will involve completed projects in scenic, lighting, and costume design to apply theory and introductory techniques and skills presented in the beginning course. Alternate years.
48. **Theatre Workshop I-IV** one-four hours
Crew work is assigned to Masquers productions, studio theatre productions and/or leader's theatre. Opportunities for experience in all areas of technical such as scenic construction, property, lighting, costume, and sound crews, depending upon the proficiency of the student. No more than one hour can be earned during a semester. Open to juniors and seniors. (Freshmen and sophomores, see Theatre 148).

- 350. Children's Drama** three hours
A lecture course providing an introduction to the theories and techniques involved both creative drama for children and children's theatre. Alternate semesters.
- 352. Children's Theatre Practicum** one hour
Practical application of theories and techniques of children's theatre through performing with or working technical crews for Masquers, Jr. (children's theatre) productions.
- 354. Creative Drama Practicum** one hour
Theories and techniques learned in Theatre 338 are applied in supervised guidance children in creative drama experience. PR: Theatre 350 and consent.
- 356. Summer Theatre: Rehearsal and Performance** one-three hours
Systematic rehearsal and public performance with the Masquers Town & Gown Players (community-college summer theatre). Designed for students who desire concentrated stage training and experience. Roles assigned dependent upon directors' selection and hours credit desired. PR: Auditions.
- 358. Summer Theatre: Production and Management** one-three hours
Experience provided in every phase of theatrical production and some phases theatre management in conjunction with the Masquers Town & Gown Players (community-college summer theatre). Experiences include set designing and construction, lighting costuming, make-up, box office, house management, and publicity. Assignment dependent upon hours credit desired. PR: Consent.
- 360. Technical Theatre Practicum: Costuming II** one hour
Practical experience in varied aspects of costuming through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
- 362. Technical Theatre Practicum: Properties II** one hour
Practical experience in varied aspects of light through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
- 364. Technical Theatre Practicum: Lighting II** one hour
Practical experience in varied aspects of properties through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
- 366. Technical Theatre Practicum: Scenic II** one hour
Practical experience in varied aspects of scenic work through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
- 368. Technical Theatre Practicum: Sound II** one hour
Practical experience in varied aspects of sound through work assigned to Masquers productions or other staged events. Open to juniors and seniors.
- 390. Scenic and Property Design** three hours
An introduction to the principles of scenic and property design with attention given scenographic techniques. PR: Theatre 110, 140, Tech. 99100 or Consent. Alternate years.
- 392. Costume History and Design** three hours
History of wearing apparel and appointment with emphasis on the Western World beginning with the Egyptians up to the 1950's and an introduction to the principles costume design, including rendering techniques of costumes for the stage. PR: Theatre 110, 140, Tech. 99-100 or Consent. Alternate years.
- 394. Lighting and Sound Design** three hours
Principles and techniques in designing, lighting and sound for theatrical and other public productions, with attention given to platform presentations, display, and television presentations. PR: Theatre 110, 140, Tech. 99-100 or Consent. Alternate years.
- 424. Stage Dialects** one hour
An introduction through theory and practice to the major stage dialects including British, Cockney, Irish, Yiddish, Russian, German, Southern Mountain, Southern, and Brooklyn. PR: SP. Comm. 105 Voice and Diction. Offered alternate semesters.

- 428. Oral Interpretation Practicum I-IV** **one-four hours**
Preparation for and participation in public performances and inter-collegiate competitions and festivals in oral interpretation, dependent upon proficiency level. Maximum credit earned a semester is one semester hour. Open to juniors and seniors. (Freshmen and sophomores, see Theatre 228). PR: Theatre 220 and/or consent.
- 432. Acting Workshop I-IV** **one-eight hours**
Public performance or the equivalent in Masquers' dramatic productions. One to two credit hours may be earned a semester. Open to juniors and seniors. (Freshmen and sophomores, see Theatre 238). PR: Consent.
- 438. Directing Practicum** **one hour**
Direction and public presentation of a one-act play. PR: Theatre 336 and consent.
- 480. Theatre Business Management and Promotion** **three hours**
Study of theatre Business Management procedures including responsibilities and practices in business management, box office management, and house management; and the study of the responsibilities and practices in theatre promotion, including the use of the media. Alternate years.
- 484. Theatre Business Management Practicum** **one-two hours**
Practical experience in varied aspects of business management, including box office assignments through work with Masquers and other productions. treated in the drama course offerings. Course designed by student and selected faculty with approval of department chairman. Maximum credit earned a semester is one hour. PR: Consent of instructor.
- 88. Promotion Practicum** **one-two hours**
Practical experience in varied aspects of theatrical promotion through work assigned to Masquers productions. Maximum credit a semester — one.
- 90. Directed Study in Theatre** **one-four hours**
The student selects directed study in any area of theatre which is not treated in the drama course offerings. Course designed by student and selected faculty with approval of department chairman. Maximum credit earned a semester is one hour. PR: Consent of instructor.

Veterinary Assistant Technology

(Division of Allied Health)

- 13. Introduction to Veterinary Technology** **three hours**
Students will study narcotic laws, bioethics, veterinary practice acts, record keeping, hospital and kennel management, veterinary anatomy, physiology, and pharmacology. Two hours lecture and two hours lab per week. PR: Admission to the Program.
- 14. Breeds and Breeding** **two hours**
Students will be taught the breeds of domestic animals, breeding behaviors, genetics, and nutrition. Open to all students.
- 17. Veterinary Techniques I** **three hours**
Students will study care and handling and restraint of small laboratory animals. Surgical nursing, anesthesiology, diseases of small animals, and preliminary diagnostic techniques. PVC's, heartworm tests, and urine and fecal analysis will be included in the course. Two hours lecture and two hours lab per week. PR: 113 & 114.
- 18. Radiology** **two hours**
Students learn radiographic techniques, positioning of animals, and theory of radiology. PR: 113 & 114.

199. Special Topics in Veterinary Assistant Technology one-twelve hours

Studies in special selected topics. The topic to be studied will be determined by the instructor and approved by the division head. Credits earned will be applicable as fr electives in degree and certificate programs.

215. Large Animal Restraint and Diseases two hours

Students will study care, handling, and diseases of farm animals and practice restraint techniques. One hour lecture and two hours lab per week. PR: 271.

217. Veterinary Techniques II four hours

Students will study theory and lab techniques for hematology, urology, and parasitology related to clinical veterinary medicine. Two lectures and one lab per week. PR: 271

219. Veterinary Techniques III two hours

This course is designed to interrelate all theory and clinical experience in the last year and provide further in-depth study of advanced technique. One hour lecture and one lab per week. PR: 215 & 217.

271. Vet Preceptorship I four-eight hours

Students will spend eight hours a day, four days per week, with a clinical veterinarian for both summer sessions, between the first and second year. PR: 117 & 118.

272. Vet Preceptorship II twelve hours

Students will spend eight hours a day, five days a week, with a clinical veterinarian apply previously learned clinical techniques. PR: 215 & 217.



Student Services and Organizations

Fairmont State College maintains many services to all students with the objective of assisting each student to adjust to his college environment. The Office of the Vice President for Student Affairs coordinates and assumes responsibility for all activities and services directly affecting the welfare of each student. Such responsibilities include: health and food services, counseling center, freshman orientation, placement service, student employment, financial aid, student insurance, housing, social organizations, student government, and bookstore services.

Institutional Testing Program

Several standardized comprehensive tests are essential for special groups of students.

American College Testing Program (ACT)

This test is required of all entering Freshmen. Registration for classes is contingent upon completing this test.

College Level Examination Program (CLEP)

This test is available for students to obtain credit in specific courses. It is given the first week of each month. Information and applications are available in Student Affairs.

Graduate Record Examination (GRE)

This test is optional for students graduating with a Bachelor of Arts Degree (non-teaching) or Bachelor of Science Degree who expect to attend graduate school. This could be taken during the Senior year.

National Teachers Examination (NTE)

This test is required of students graduating with a Bachelor of Arts Degree in Education. These students must take the examination during the final semester or term of their Senior year.

Undergraduate Program Area Tests

This test is required of teacher education students upon completion of forty-eight (48) semester hours and prior to enrollment in Education 302. Tests for the Humanities, Natural Sciences and Social Sciences are required.

Housing

Pence Hall is a modern dormitory providing living quarters for 132 men and a full-time resident director. It is located on the hill above the main portion of the campus and commands a splendid view of much of the campus and surrounding area.

Two modern, conveniently located residence halls are available for women. On campus are two dormitories — Morrow Hall, which was built in 1922 and renovated and refurbished in 1959, and North Hall which was completed in September, 1964. Morrow Hall provides living quarters for 163 women and a full-time resident director, and North Hall provides quarters for 150 women and a full-time resident director.

Standards for Residence Hall Life

1. All unmarried freshmen students who do not commute, or who do not reside with their families, are required to reside in a living-learning center of college housing so long as space is available.
2. All residence hall assignments are made for the entire academic year; and student may not move or transfer from any residence hall, except to graduate, withdraw for the remaining part of the academic year, or to marry and live with spouse.
3. Applicants for room reservations must pay an \$80 deposit at the time of application; this fee will be credited to the applicant's room rent account. Notice of cancellation must be received by the Office of Student Affairs by June 1 or the \$80 deposit is forfeited. A \$50 breakage fee shall be deposited at the time of registration; this fee, less any damages, will be returned at the time of withdrawal from the residence.
4. All applicants for rooms and their parents or guardians are responsible for being familiar with the requirements for dress, the purchase of meal tickets, the code of behavior, and all other regulations that are listed and explained in the *Student Handbook*.
5. The College reserves the right to limit to a certain class (freshmen) the dormitory rooms under its control.
6. The College reserves the right to limit the number of out-of-state students accepted to live in the residence halls under the control of the College.
7. Students who live in Pence, Morrow, or North Hall must buy a meal ticket for the Dining Hall. No evening meal will be served in the Dining Hall on Sunday.
8. Students who live in Pence, Morrow, or North Hall must subscribe to a linen service that supplies fresh bed linens and towels weekly.
9. A student who is absent from a residence hall for seven or more consecutive days will not be charged for meals, provided that the Food Service Director is notified in advance. No deduction in room rent, however, will be allowed regardless of the cause of absence. There is no refund of room rent to students changing residence during a term or semester, or to students withdrawing during a term or semester.

An exception to the no refund policy for room rent will be made and a refund granted if the following conditions are met.

1. In the case of male students, Pence Hall must be 100% occupied and in the case of female students, both Morrow and North Hall must be 100% occupied.
2. There must be available an alternate student to occupy the vacancy. The alternate student must pay the room rental and occupy a place in the dormitory bringing the occupancy back to 100% before the refund will be granted.
3. The refund will only represent that percentage of the total which is remaining within the semester based on the day official notice was given to vacate.
10. Room rental must be paid in full for a semester on or before registration day, and a meal ticket for a semester must be paid for on or before registration day.

11. Residence halls will be closed during the spring recess and during the Thanksgiving and Christmas vacations.
12. In cases where a preponderance of circumstantial evidence of stealing exists, the student's room will be searched in accordance with the *Student Handbook*.
13. Any residence hall student who is suspended or expelled from Fairmont State College for disciplinary reasons or any student who is given a choice of withdrawing from the College or appearing before the Hearing Board and who chooses to withdraw voluntarily instead of appearing before the Hearing Board, shall lose all rights to a refund of any tuition, fees, residence hall rent, or other payment made to the College.

Placement Service

A job placement service is available in the office of Student Affairs to all persons graduating from the college with both two year and four year degrees. All seniors are encouraged to register at least one semester prior to graduation in order to avail themselves to on campus interviews with prospective employers, seminars dealing with job-interviewing skills, resume writing, career goals and objectives, and the career and job employment library. Assistance in job placement either full time or part time in all fields of employment is offered.

Freshmen Orientation

Freshmen arrive on the campus in advance of other students. It is at this time that freshmen become acquainted with the campus, buildings, the academic program, various student activities, and student welfare in general. After scheduling classes, they become formally registered for their first semester of college work. Throughout the orientation period, freshmen are assisted and guided by trained student counselors who are sympathetic to the individual problems of students.

Further, a one-hour course, Human Service 100 — College Orientation, is offered to entering freshmen. This course orients the student to college life through a thorough explanation of topics such as (1) the advising system, (2) the academic process and regulations, (3) the college catalog, (4) pre-registration and registration, (5) student services, (6) use of the library, (7) how to study, and (8) extra-curricular activities.

Foundations Program

The Foundations Program provides testing and instruction in reading, writing, and mathematics for students who wish to improve their basic academic skills. The program also offers higher level instruction in rhetoric, vocabulary development, and speed reading. Located on the third floor of the Language Commerce Building, the facility is equipped with study carrels, audio-visual equipment, and a large variety of materials, including books, programmed units, filmstrips, and tapes. Students can either register for one of the Foundations Program's courses for elective credit or can informally arrange with the Foundations Program personnel for independent study.

General Regulations

In matters concerning student rights, responsibilities, and social conduct, special reference should be made to the published *Student Handbook*.

Student Automobile Regulations

Because of the large number of cars used by students, traffic on the college campus is

seriously congested. In the interest of safety and service, rigid regulations have become necessary. All parking is limited to defined areas, and restricted parking is established in certain areas.

Specific reference should be made to the published *Student Handbook*.

Health Service

A physician, a physician's assistant, and a registered nurse are available to examine and advise students in matters pertaining to their health. On school days from 8 a.m. until 4 p.m., a physician's assistant is available and from 5 p.m. until 8 p.m., a registered nurse is available in the college clinic in the Colebank Gymnasium for first aid and for the treatment of minor ailments of the students. The college physician has regular campus office hours.

Group student hospital insurance is available to all full-time students at a very reasonable rate. Each prospective student is mailed information pertaining to this insurance prior to the opening of College in the fall.

Food Service

Buffet style breakfast, lunch, and dinner are served daily in the College Dining Hall with the exception of an evening meal on Sunday. Menus of a variety of foods are carefully planned to provide nutritive diets with an attractive service at a reasonable price.

Student Center Building

The Student Center is a modern, spacious building centrally located on the campus.

On the ground floor, a large area has been provided for the Bookstore and recreational rooms. The recreational rooms are available to students for playing pool, ping pong, chess, checkers and watching television. The campus snack bar is located on the second floor, providing fountain service, soft drinks, coffee, cigarettes and confectionery. Also on this floor are the Student Government office and three study areas for the students. A check cashing service is available from 8 a.m. until noon and 1 p.m. until 5 p.m. for students only. The top floor contains the ballroom with facilities for events such as teas and receptions. All facilities of the Student Center are available to student groups for meetings, parties, dances and other social affairs.

Bookstore

The Bookstore is located on the ground floor of the Student Center. All books, stationery, school supplies and various equipment that students need for classes may be purchased here. Also found here are items such as greeting cards, college jewelry, sweaters, shirts, jackets and various other items commonly sought on every campus.

Subscriptions for many magazines and a daily photo service are available. Stamps may be purchased and packages weighed for mailing. A printing service for napkins and match covers is available to college organizations.

Library Service

The library occupies the second and third floors of the Library/Learning Resource Center Building. The library facility features individual study carrels, many of which are equipped for the use of audio-visual materials.

The library is supportive of the academic programs of the College and therefore acquires a variety of informational resources. Books, journals and audio-visual materials pertaining to all areas of the curriculum are available. Moreover, materials not owned by the library may be secured through interlibrary loans.

The library presently contains some 156,822 volumes and subscribes to 728 periodicals. Many books and journals are maintained in microform for which the library provides appropriate reading facilities. As a selective depository for U.S. government documents, the library houses a collection of 10,899 government publications. Collections of filmstrips, kits, cassettes, records, slides, transparencies and other media are also housed in the library. All library materials are shelved in open stacks and are directly accessible for students and faculty.

The library fosters its role as an information agency by emphasizing personalized bibliographic and reference services to students and faculty. Trained personnel are always on duty when the library is open to encourage and assist individuals in their pursuit of information.

Learning Resource Center

The Learning Resource Center occupies the first floor of the Library/Learning Resource Center Building and is responsible for the coordination, design, and application of educational technology for the institution. Specialized personnel and facilities provide for the design and production of a wide range of audio/visual, graphics, and television learning materials. The LRC provides an extensive on-campus equipment repair service. The LRC also maintains a 16mm educational film library available to students and faculty.

Student Government Organizations

The Student Government Organization is composed of all students regularly enrolled in Fairmont State College. All of its officers are students and all business is conducted by them. Through this organization student programs and many other activities are undertaken. A student activity fee is collected from all students. This fee covers the cost of student activities and entitles the student to attend all athletic contests, major dramatic productions, and other special programs and to copies of the college newspaper and yearbook.

Student Government

All non-academic activities of the student body are carried on under the direction of the Student Government.

Operating under a liberal constitution, the Student Government plans and schedules a full program of activities. It sets up the rules under which all student organizations operate and is constantly working to improve campus life.

Every segment of the student body is represented on the Government. Members, except freshmen, are elected each spring by the student body and receive special training for their jobs.

The Government is comprised of the president, vice president, secretary, treasurer, sergeant-at-arms, representatives of the four classes and other groups, and a faculty adviser.

The Government meets weekly in the Turley Room of the Student Center. Any student is welcome to attend any or all of the meetings.

Clubs, Honor Societies, and Social Organizations

Fairmont State College students have organized a number of clubs and honor organizations for the promotion of interest in various subject matter fields, for the recognition of outstanding achievement in various campus activities, and for general social purposes. A list of the currently active organizations of this character can be found in *The Student Handbook*.

Religious Interests

Fairmont State College maintains a close relationship with the religious organizations of the city, including the Greater Fairmont Council of Churches. Announcements of services and special programs are posted on a bulletin board in the Administration Building.

Organized groups on campus are the Newman Center sponsored by the Roman Catholics, the Wesley Foundation sponsored by the United Methodist, United Presbyterian, Presbyterian U.S., Christian (Disciples of Christ) and Episcopal Churches as United Ministries in Higher Education, and the Intervarsity Christian Fellowship. Services of ministers are available to the campus at all times through the Associates in Campus Ministry. The Associates serve as the liaison for religious interest with the Administration.

Publications

The Columns is the student newspaper published weekly throughout the regular college year with the exception of examination and vacation periods. The Publications Board, representing students and faculty, approves the selection of staff members from a list presented to the Board by the faculty adviser. Consideration is given to those students who have done acceptable work in journalism or who have had practical experience on publications. *The Columns*, named for the eight stately columns at the front of the Administration building, is financed by student fees and advertising.

The Mound is published annually by the students. The administrative officers of the staff are approved by the Publications Board from a list presented to the Board by the faculty adviser. All phases of college life are depicted in the annual, largely by picture. Named from an historic spot on a former campus, it is financed by student fees and advertising. Both the student newspaper and yearbook are under the direction of the Office of Publications, 121 LRC.

The Student Handbook, compiled annually under the direction of the Student Council, contains valuable information about Fairmont State College and its varied student activities.

The Student Bulletin is posted on the bulletin boards located prominently in each building. This bulletin carries announcements of all student activities. Material for the *Student Bulletin* should be left with the Vice President of Student Affairs by noon Thursday. Bulletins are posted Friday morning for the following week. Students should consult the bulletin boards daily for important announcements.

Music Organizations

The Fairmont State College Marching and Concert Band is a uniformed band which presents concerts in Fairmont and other communities. This organization is open to both men and women.

The musical organizations of Fairmont State College — the Chorus and the College Chorus — provide opportunities for students interested in group singing. These groups

present programs at the College assemblies, in neighboring communities, and on the radio. They also give annual public concerts. The Chorus is open to all students, but the "Collegiates" is composed of selected members of the College chorus. Operas are produced annually. The College-Community Symphony Orchestra is open to all students and members of the community.

Students may participate in college ensemble programs including the Stage Band and String, Brass, Woodwind, and Vocal Advanced Ensembles.

Forensics

(Public Speaking and Debate Activities)

Traditionally Fairmont State College offers varied program for all students interested in public speaking and debate. Participation in all of these activities is open to any student at Fairmont State College. All activities are under the direction of the Speech Communication and Theatre faculty.

The *Intercollegiate Debate Squad* annually participates in 15 to 25 intercollegiate debate tournaments at colleges and universities throughout the Eastern United States. The debate squad also sponsors and participates in public exhibition debates, television and radio presentations.

Students may participate in intercollegiate public speaking contests in oratory, extemporaneous speaking, persuasive speaking, student congress, and group discussion. Locally students have an opportunity to compete with original oratory for cash awards in the M.M. Neely Oratory Contest each spring.

The FSC Chapter of Delta Sigma Rho-Tau Kappa Alpha, the national forensics honorary, recognizes outstanding students through membership in the local chapter.

Theatre

Fairmont State College traditionally offers an active theatre program for performer, technician, and theatre-goer.

The *Masquers*, since 1923 the student theatrical production organization, present a season of plays, varied in style and period, usually in Wallman Hall during the fall and spring semesters. The plays are directed, designed and supervised by the Speech Communication and Theatre faculty. Acting roles and positions on the production crews are open to the student body on a voluntary or course credit basis. Performances are open to the public. Membership in *Masquers* is open to the student body and is earned through participation with the college theatrical productions.

The *Masquers' Town and Gown Players*, since 1960 have presented a season of plays during the summer months. Students enrolled in summer Theatre courses work along with the members of the Resident Company (selected experienced students receiving a grant for full-time acting and technical work) and members of the community to bring a season of light summer theatre fare (comedies, musicals, children's plays) to Northern West Virginia theatre-goers and to provide a cultural, recreational, and educational outlet for all participants. The plays are directed, designed, and supervised by the professionally trained members of the Speech Communication and Theatre faculty and/or guest artists. Acting roles and positions on production crews are open to the public as well as to the students, faculty, and staff at Fairmont State College on a volunteer or credit basis.

The *Masquers, Jr.*, periodically present a play for a children's audience. It is produced in conjunction with Theatre 340, Children's Theatre Practicum, but participation through acting roles and production crews is often open to the student body.

The Studio Theatre presents student directed and faculty directed presentations in a studio/experimental setting in Room 314FA. Acting roles and positions on production crews are open to the student body.

The Masquers Reader's Theatre provides theatre presentations open to the public. Also, an active program in intercollegiate oral interpretation is offered to all students.

Intramural Sports

A regular program of intramural sports is sponsored for the benefit of all students. Teams, contests, and various activities are organized for competitive play among the various groups and organizations. The pool is open for intramural and recreational swimming at certain times. Such facilities as the conditioning room are open for individual and group participation. This is under the supervision of staff members who direct the overall program. Individual participation with selected equipment is offered for those interested and concerned with their own development, and not with team participation.

The intramural program includes the following activities: flag football, tennis, volleyball, basketball, wrestling, bowling, golf, softball, horseshoes, outdoor track, badminton, swimming, archery, and foul throwing.

Intercollegiate Sports

Fairmont State College sponsors an intercollegiate athletic program in football, basketball, baseball, cross country, golf, tennis, soccer, swimming, bowling, track, and wrestling. There are fine indoor and outdoor facilities and equipment for physical education and recreation. Every young man in college is free to participate in any one or more of the intercollegiate sports and in all recreational activities. The intercollegiate athletic program for women includes tennis, basketball, hockey, volleyball, softball, and swimming.

Athletic Policy

The program of intercollegiate sports at Fairmont State College is supervised by the Director of Athletics. He is assisted in the planning of the program by an athletic committee of the general faculty.

The general objectives of the intercollegiate sports program at Fairmont State College are to teach young men and women the values of sportsmanship, good physical conditioning, and the disciplinary and social values of organized team play. Specific values include the training afforded prospective coaches and physical education instructors through participation, and the possible acquisition, to some extent, of experience and skills which may furnish recreational outlets following graduation.

In pursuance of the policies recommended by the North Central Association, the following minimum standards governing intercollegiate athletics are maintained:

The ultimate responsibility for the conduct of the athletic program rests with the President.

The members of the coaching staff are regular members of the faculty and have the same professional status, qualifications, salaries, and tenure as other faculty members.

Students participating in athletics are admitted by the Director of Admissions on the same basis as other students. Athletes are required to maintain the same academic standards as non-athletes.

The award of scholarships, student loans, and student employment to an athlete is made through the same agency of the College and on the same basis as grants.

of aid to all other students. All employed students are required to give full and honest work for pay received.

All athletic funds are handled by the Business Office of the College. An audit of the receipts and disbursements of these funds is made annually by the Legislative auditors.

An effort is made to compete only with colleges having similar educational and athletic policies.

Fairmont State College is a member of the West Virginia Intercollegiate Athletic Conference and the National Association of Intercollegiate Athletics, and athletic participation is regulated and controlled by the eligibility rules of the Conference. Copies of these rules are on file in the Office of the Director of Athletics.

Awards

At Recognition Day exercises, held near the close of each college year, awards are granted to students for outstanding achievements in various campus activities. Among these awards are the following:

For outstanding achievements in scholarship, leadership, service, and character, gold keys are presented to the Outstanding Seniors, selected by a faculty-student committee; certificates to the seniors elected to Who's Who Among Students in American Colleges and Universities; American Legion Medals to a senior man and senior woman; ENC plaques presented to outstanding senior and freshman music majors.

Medals and other prizes are presented to outstanding students in business administration, science, secretarial practices; cash awards by the Fairmont Woman's Club to the best freshman writer, to the most worthy senior girl by the American Association of University Women's Club through their Edna Earl Lowe Memorial fund, the Kappa Delta Pi — SEA award for the outstanding graduating seniors in elementary and secondary education.

Athletic awards are usually made during special sessions at athletic contests or at the annual athletic banquet.

Alumni

The Alumni Association of Fairmont State College is the official organization of all graduates and former students of the "old" Fairmont State Normal School, Fairmont State Teachers College, and Fairmont State College.

The history of the Alumni Association goes back almost to the founding of the institution. A meeting was held on Commencement Day, June 27, 1873, at which time the twenty-nine graduates formed the Association.

Events of special interest to alumni include the Annual Homecoming celebration during the fall semester. Festivities begin on Friday evening and continue through Saturday and include a parade, dinner banquet, business session and dance. During commencement weekend the class of 50 years ago return to the campus for a day's visit and dinner as guests of the Alumni Association and the college. This group of alumni who graduated 50 years ago or more automatically become members of the Emeritus Club. The unit was formed in 1963.

Information concerning the Alumni Association may be had by writing to the Alumni Secretary, Fairmont State College, Fairmont, West Virginia, 26554.

Directory

The Governing Board

West Virginia Board of Regents

	Te Expi
Russell L. Isaacs, president, Charleston	19
Sue S. Farnsworth, vice president, Wheeling	19
The Reverend Paul J. Gilmer, Secretary, Charleston	19
Earle T. Andrews, Berkeley Springs	19
Andrew L. Clark, Princeton	19
F.L. Blair, M.D., Parkersburg	19
Edward H. Greene, Huntington	19
Albert M. Morgan, Morgantown	19
John W. Saunders, Beckley	19
Faculty Representative (ex-officio)	
Student Representative (ex-officio)	
Roy Truby, State Superintendent of Schools, Charleston (ex-officio)	
Chancellor of the Board of Regents	

Fairmont State College is a state-supported institution operated under the governance of the West Virginia Board of Regents. The Board consists of nine members appointed by the Governor and confirmed by the Senate. There are also three ex-officio members. The Chancellor is the chief executive officer of the Board and the chief executive officer of the state system of higher education. The State Superintendent of Schools is an ex-officio non-voting member.

Administration and Staff

PRESIDENT OF THE COLLEGE	Wendell G. Hardway, Ph.
ASSISTANT TO THE PRESIDENT	Lois M. Laughlin, M.
ACADEMIC AFFAIRS, <i>Vice President for</i>	H. Dean Peters, Ph.
ADMISSIONS, <i>Director of, and Assistant Registrar</i>	John G. Conaway, M.
ATHLETICS, <i>Director of</i>	Colin T. Cameron, M.
BLACK STUDENTS, <i>Coordinator of</i>	Carl M. Hunt, Ph.
COMMUNITY COLLEGE, <i>Dean of</i>	Paul E. Edwards, Ph.
<i>Clarksburg Center, Director of</i>	Robert M. Stemple, M.
COMPUTER CENTER, <i>Director of</i>	Edward S. Bock II, M.S.E.
<i>Assistant Director of</i>	George Tilko, B.
FINANCE AND FACILITIES, <i>Vice President for</i>	K. Edward Grose, Ed.
<i>Assistant to Vice President for</i>	Homer W. Cox, B.
FOOD SERVICE, <i>Director of</i>	Frank Pulice Jr., B.
FOUNDATIONS PROGRAM, <i>Director of</i>	Elizabeth Balser, Ed.
LEARNING RESOURCE CENTER, <i>Director of</i>	Charles G. Manly, M.
LIBRARY, <i>Director of</i>	Robert G. Masters, M.
PHYSICAL FACILITIES, <i>Director of</i>	Harold P. Laws
PUBLIC RELATIONS AND DEVELOPMENT, <i>Director of</i>	Rachel Merrifield, B.
REGISTRAR and <i>Director of Management Informations Systems</i>	Billy G. Dunn, Ed.

<i>CURITY, Chief of</i>	Benny Testa
<i>STUDENT AFFAIRS, Vice President for</i>	George E. Cannon, M.A.
<i>Assistant to Vice President for</i>	Blair Montgomery, M.A.
<i>Counselors, Coordinator of</i>	William D. Shaffer, M.A.
<i>Counselors</i>	Michael Belmear, M.A.
	Michele Casteel, M.A.
	William F. Julian, M.S.
<i>Supervisor of Women's Housing</i>	Ann Lester, M.A.
<i>STUDENT CENTER AND BOOKSTORE, Director of</i>	Stanley Groves, M.A.
<i>STUDENT HEALTH SERVICE, Director of</i>	James R. Dollison, M.D.
<i>TEACHER EDUCATION, Dean of</i>	Harry J. Hadley, Ed.D.

Academic Divisions

VISION OF ALLIED HEALTH, Carol D. Scott Pyles, M.A.	
Allied Health Administration	Nurse Anesthesia
Emergency Medical Services	Nursing
Medical Laboratory Technology	Respiratory Therapy Technology
Medical Records Technology	Veterinary Assistant Technology
VISION OF COMMERCE, Fred W. Schaupp, Ed.D.	
Business Administration	Economics
Business Education	Secretarial Studies
VISION OF EDUCATION, Harry J. Hadley, Ed.D.	
Elementary Education	Secondary Education
Early Education	Special Education
VISION OF FINE ARTS, Leta N. Carson, Ph.D.	
Art	Speech Communication
Music	Theatre
VISION OF HEALTH, PHYSICAL EDUCATION, RECREATION, AND PEACE, Colin T. Cameron, M.S.	
VISION OF LANGUAGE AND LITERATURE, Byron Jackson, Ph.D.	
English	Journalism
French	Library Science
German	Spanish
VISION OF SCIENCE AND MATHEMATICS, William D. Ruoff, Ph.D.	
Biology	Mathematics
Chemistry	Physical Science
Geology	Physics
VISION OF SOCIAL SCIENCE, Yu San Wang, Ph.D.	
History	Psychology
Geography	Public Safety
Philosophy	Sociology
Political Science	
VISION OF TECHNOLOGY, James A. Hales, Ed.D.	
Engineering Technology	Technology Education (Industrial Arts)
Home Economics	

Faculty

- AMOS RAYMOND E., Jr., (1965), *Professor of Biology*; B.S., Fairmont State College; M.S., Ph.D., West Virginia University.
- ASHTON, JOHN H., (1970), *Assistant Professor of Music*; B.F.A., M.F.A., Carnegie-Mellon University.
- BALSER, ELIZABETH H., (1971), *Director, Foundations; Professor of English*; A.B., M.A., Ed.D., West Virginia University.
- BATSON, DAVID C., SR., (1969), *Associate Professor of Technology*; B.S., M.A., West Virginia University.
- BAUER, ROBERT, (1971), *Coordinator, Psychology; Associate Professor of Psychology*; A.B., University of South Florida; Ph.D., University of Tennessee.
- BOCK, EDWARD E., II, (1967), *Director, Computer Center; Assistant Professor of Commerce*; B.S.E.E., M.S.E.E., West Virginia University.
- BOHNKE, DAVID R., (1974), *Professor of Physical Education*; B.S., Slippery Rock State College; M.A., University of Iowa; Ph.D., Ohio State University.
- BOYLE, DIANA L., (1977), *Instructor of Nursing*; B.S., West Virginia University, M.S.N., West Virginia University.
- BROOKS, JAMES D., (1964), *Professor of Art*; B.F.A. M.F.A. University of Iowa.
- BROWN, WILLIAM N., (1976), *Coordinator, Biology; Professor of Biology*; B.S., M.S., Birmingham-Southern College; Ph.D., University of Georgia.
- BUNDY, JOSEPH, (1965), *Professor of Health Education*; B.S., Fairmont State College; M.S., Ed.D., West Virginia University.
- BURNS, RUTH A., (1965), *Assistant Professor of Commerce*; A.B., Fairmont State College; M.A. West Virginia University.
- BYERS, GEORGE F., (1971), *Associate Professor of English*; A.A., Vincennes University; A.B., M.A. Ph.D., Indiana University.
- CAMERON, COLIN T., (1977), *Director of Athletics and Division of Health, Physical Education, Recreation and Safety*; B.S., Springfield College; M.S., Michigan State University.
- CAMERON, ROBERT B., (1972), *Associate Professor of Psychology*; B.S. Lewis and Clark College; M.S., Ph.D., University of Kentucky.
- CANNON, GEORGE E., (1962), *Dean of Student Affairs; Associate Professor of Psychology*; A.B., Fairmont State College; M.A., West Virginia University.
- CARPENTER, WILLIAM D., (1979), *Coordinator and Assistant Professor of Veterinary Assistant Technology*; B.S. Wildl. Mgmt.; B.S. Zoology, D.V.M., Colorado State University.
- CARSON, LETA N., (1978) *Chairwoman, Fine Arts and Professor of Music*; B.M. M.M.E., Texas Christian; Ph.D., Michigan State University.
- CATHER, H. DOTSON, (1976), *Associate Professor of Technology*; B.S.M.E., M.S.M.I. West Virginia University.
- CHURCH, SAMUEL M., (1970), *Professor of Psychology*; A.B. M.S., Ph.D., West Virginia University.
- CLAREMONT, EDWARD B., (1977), *Coordinator and Assistant Professor of Respiratory Therapy*; A.A., St. Johns River Junior College; B.A., University of California at San Diego; M.M.S.C., Emory University.
- CLOVIS, JOHN C., II, (1970), *Associate Professor of Art*; B.S., M.A., West Virginia University.
- COFFINDAFFER, DOROTHY M., (1977) *Assistant Professor of Commerce*; B.S. Campbellsville College; M.A., Marshall University.
- COLEBANK, CARL A., (1976), *Assistant Professor of Education*; B.S., M.S., Ed.D., West Virginia University.
- COLEMAN, JAMES E., (1968), *Professor of Chemistry*; B.S., M.S., Louisiana State University; Ph.D., Ohio State University.
- CONAWAY, JOHN, (1971), *Assistant Registrar and Director of Admissions; Assistant Professor of Education*; A.B., Fairmont State College; M.A., West Virginia University.
- COOPER, DAVID W., (1978), *Instructor of Physical Education*; A.B. Fairmont State College; M.A., West Virginia University.

- JENNINGHAM, GLENNIS H., (1972), *Co-ordinator, Elementary Education; Director, Affirmative Action; Professor of Education*; B.A., Glenville State College; M.A. Ed.D., West Virginia University
- JAWSON, PENNY (1980), *Instructor in Nursing*; A.D.N., Parkersburg Community College; B.S.N., West Virginia University.
- JODGE, MARGARET R., (1965), *Assistant Professor of Nursing*; B.S., West Virginia University; M.S., University of Maryland.
- JUMIRE, JANE E., (1966), *Co-ordinator - Journalism and Director of Publications; Assistant Professor of English and Journalism*; B.A., Bethany College; M.S., West Virginia University.
- JUNLEVY, JAMES O., (1965-69; 1972), *Associate Professor of Mathematics*; B.A., College of Stubenville; M.A., Arizona State University.
- KUNN, BILLY G., (1956), *Registrar and Director of Management Information Systems; Professor of Commerce*; B.S., Concord College; M.S., University of Kentucky; Ed.D., West Virginia University.
- KUVALL, HAROLD S., (1952), *Associate Professor of Physical Education*; B.A., Fairmont State College; M.A., Columbia University.
- KOWARDS, PAULE., (1967), *Dean of the Community College; Professor of History*; B.A., Willamette University; M.A., Ph.D., American History.
- LIOTT, MICHAEL, (1979), *Instructor of Commerce*; B.S.B.A.; M.B.A., West Virginia University.
- LULK, HARRY R., (1976), *Associate Professor of Music*; B.M., M.M., Eastman School of Music.
- LYOYIN, MARY J., (1975), *Assistant Cataloger and A-V Librarian; Instructor of Library Science*; B.A., Fairmont State College; M.L.S., University of North Carolina.
- MACH, JOHN R., (1970), *Assistant Professor of Sociology*; B.A., M.A., Syracuse University.
- MEIEND, CHARLOTTE T., (1972), *Coordinator and Assistant Professor of Sociology*; B.S., M.S.W., West Virginia University.
- MEIEND, MARK, (1977), *Assistant Professor of Commerce*; B.S., M.S., West Virginia University.
- FRYE, ELIZABETH, (1974), *Assistant Professor of Mathematics*; A.A., Potomac State College; B.S., Fairmont State College; M.S., West Virginia University.
- FULDA, MICHAEL, (1971), *Professor of Political Science*; M.A., Ph.D., American University.
- GATRELL, A. STEVEN, (1970), *Coordinator, History; Associate Professor of History*; B.S., University of Illinois; M.A., Ph.D., West Virginia University.
- GILMER, JERIEL M., (1969), *Professor of Music*; B.M., West Virginia University; M.M., Peabody Conservatory of Music; D.M.A., West Virginia University.
- GIVENS, RUTH J., (1965), *Assistant Professor of English*; B.A., Fairmont State College; M.A. West Virginia University.
- GOODWIN, JAMES C., II, (1971), *Associate Professor of Technology*; B.S.M.E., M.S.M.E., West Virginia University.
- GOODWIN, RONALD W., (1978), *Instructor of Commerce*, B.S., Salem College; M.B.A., West Virginia University.
- GOULD, MARVIN B., (1968), *Assistant Professor of Commerce*; B.S., M.B.A., West Virginia University.
- GRATTAN, ROBERT M., (1970), *Professor of English*; B.A., Duquesne University; M.A., Ph.D., Ohio University.
- GRIMSLEY, BARBARA J., (1965), *Assistant Professor of Nursing Education*; B.S., West Virginia University.
- GRISCOM, WILLIAM E., (1976), *Assistant Professor of Technology*; B.A., M.A., Glassboro State University; M.A., Ed.D., West Virginia University.
- GROCOTT, CARTER, (1979), *Associate Professor of Commerce*; A.B., Bethany College; M.B.A., West Virginia University.
- HADLEY, HARRY J., (1969), *Dean of Teacher Education; Chairman and Professor of Education*; B.S., Frostburg State College; M.A. Ed.D., West Virginia University.
- HAINES, BILLY L., (1966), *Professor of History*; B.A., M.A., Ph.D., West Virginia University.
- HALES, JAMES A., (1964), *Chairman and Director, Division of Technology; Professor of Technology*; B.S., M.A., Kent State University; Ed.D., West Virginia University.

- HARMAN, GLENN A., (1968), *Assistant Professor of Commerce*; A.A., Potomac State College; B.S., Fairmont State College; M.A., West Virginia University.
- HARRIS, MELANIE J. ROWE, (1971), *Assistant Professor of Mathematics*; A.B., Fairmont State College; M.A., University of Pittsburgh.
- HAYNES, D. STEPHEN, (1970), *Professor of Physics*; B.S. Georgia Tech; Ph.D., Florida State University.
- HERRING, LEWIS H., (1967), *Professor of Technology*; B.S., Texas College of Arts and Industries; M.Ed., University of Texas; Ed.D., West Virginia University.
- HESS, MELVA C., (1951), *Coordinator, Home Economics*; *Professor of Home Economics*; B.A., Fairmont State College; M.S., West Virginia University.
- HILL, LARRY L., (1970), *Assistant Professor of Physical Education*; A.B., Fairmont State College; M.A., West Virginia University.
- HILL, LEONARD A., (1977), *Instructor of Social Work*; B.S., West Virginia State College; M.S., West Virginia University.
- HINES, ROBYN, (1977), *Instructor of Physical Education*; B.S., M.S., West Virginia University.
- HORNE, NANCY L., (1970), *Assistant Professor of Commerce*; B.S., M.Ed., University of Pittsburgh.
- HORVATH, MARIE, (1977), *Coordinator and Assistant Professor of Medical Records*; B.S., College Misericordia.
- HOYER, JUDITH Y., (1973), *Assistant Professor of Economics*; B.S., Valdosta State College; M.A., Appalachian State University; M.S., Virginia Polytechnic Institute and State University.
- HUNT, CARL M., (1970), *Coordinator, Black Students*; *Associate Professor of History*; B.S., Bluefield State College; M.A., Ph.D., West Virginia University.
- HUPP, MARY A., (1972), *Coordinator, Library Science and Reference Librarian*; *Assistant Professor of Library Science*; B.A., Fairmont State College; M.A., George Peabody College.
- HUSSEY, JOHN P., (1971), *Professor of English*; A.B., M.A., University of Detroit; Ph.D., University of Florida.
- JACKSON, BYRON K., (1968), *Chairman, Division of Language and Literature*; *Professor of English*; B.S., Butler University; M. University of Miami; Ph.D., University of Florida.
- JOHNSON, LOWELL E., (1971), *Professor of Education*; B.S., Concord College; M. Ed.D., West Virginia University.
- JONES, MARILYNN D., (1966), *Associate Professor of English*; B.A., Fairmont State College; M.A., West Virginia University.
- JOSHI, TULASI R., (1972), *Professor of Geography*; B.A., Tri-Chandra College; M. Tribhuban University; M.A., University of Hawaii; Ph.D., University of Pittsburgh.
- KIME, WAYNE, (1978), *Associate Professor of English*; B.A., Stanford University; M. Ph.D., University of Delaware.
- KING, JOHN W., (1968), *Associate Professor of English*; B.A., St. John Vianney; B.S., College of Steubenville; M.A., University of Notre Dame.
- KUPREANIK, RICHARD, (1975), *Assistant Professor of Technology*; A.B., Fairmont State College; M.Ed., University of Maryland.
- LARRY, JOSEPH, (1974), *Associate Professor of Social Work*; B.S., M.S.W., West Virginia University.
- LARUE, JAMES A., (1954), *Coordinator, Mathematics*; *Professor of Mathematics*; B.A., M. West Virginia University; Ph.D., University of Pittsburgh.
- LAUGHLIN, LOIS, (1970), *Assistant to President*; *Assistant Professor of Education*; B.A., Fairmont State College; M.A., West Virginia University.
- LAUGHLIN, WILLIAM M., JR., (1966), *Coordinator of Economics and Associate Professor of Commerce*; B.A., College of William & Mary; M.A., University of Cincinnati.
- LAWRENCE, JOAN, (1973), *Assistant Professor of Commerce*; B.S.B.A., M.B.A., West Virginia University.
- LEONARD, LOY W., (1956), *Associate Professor of Technology*; B.A., Fairmont State College; M.A. West Virginia University.
- LIDDELL, EMIL R., (1972), *Assistant Professor of Sociology*; B.S., Indiana State College; M.A., SUNY at Buffalo.

- DOUGH, JO ANN, (1955), *Assistant Professor of Speech and Theatre*; B.A., Fairmont State College; M.A., West Virginia University.
- AHANEY, STEPHEN J., (1971), *Assistant Professor of Physical Education*; B.S., M.A., University of Maryland.
- ALONEY, FRANCES L., (1962), *Associate Professor of Safety Education*; B.A., Fairmont State College; M.S., Ed.D. West Virginia University.
- ANLY, CHARLES G., II, (1968), *Director, Learning Resource Center; Associate Professor of Radio and Television*; B.A., Salem College; M.A., West Virginia University.
- ASTERS, ROBERT G., (1960-66; 1971), *Director of the Library; Assistant Professor of Library Science*; B.S., West Virginia University; M.A., George Peabody College.
- CORMICK, CHARLES H., (1970), *Professor of History*; B.A., Kent State University; M.A., Yale University; Ph.D., American University.
- CUTCHEON, GARY L., (1968), *Associate Professor of Physical Education*; A.B., Fairmont State College; M.A., West Virginia University.
- CDOWELL, EMILY, (1973), *Assistant Professor of Nursing*; B.S., Indiana University; M.S.M., West Virginia University.
- CLAUGHLIN, EARL G., (1967), *Professor of Education*; B.A., Glenville State College; M.A., Ed.D., West Virginia University.
- ICHNA, ADAM F., (1969), *Assistant Professor of Biology*; B.A., Fairmont State College; M.A., West Virginia University.
- ILLER, MARTHA L., (1964), *Director of Nursing Education; Professor of Nursing Education*; B.S.N., University of North Carolina; M.S., Case-Western Reserve University; Ed.D., Columbia University.
- OERK, ALICE A., (1969), *Professor of Music*; B.M., Carthage College; M.F.A., Ohio University; Ph.D., West Virginia University.
- ODDY, FRANCES (1962), *Associate Professor of Music*; B.A., Concord College; M.A., Columbia University.
- ORGAN, ANNE BLAIR, (1972), *Assistant Professor of English*; B.A., Fairmont State College; M.A., West Virginia University.
- MORGAN, MARY ELINOR, (1965), *Assistant Professor of History*; B.A., M.A., West Virginia University.
- MOROOSE, DONALD A., (1969), *Coordinator, Educational Foundations; Professor of Education*; B.A., Fairmont State College; M.S., Ed.D., West Virginia University.
- MORRISON, DEBORAH L., (1976), *Instructor of Nursing*; B.S., West Virginia University; M.S., West Virginia University.
- NAEGELE, ORVILLE D., (1960), *Associate Professor of Geology*; B.S., M.S., University of Cincinnati.
- NEPTUNE, MARLYN G., (1966), *Assistant Professor of Physical Education*; B.S., M.S., West Virginia University.
- NESSELROAD, JOANNA A., (1971), *Associate Professor of Home Economics*; B.S., M.S., Ed.D., West Virginia University.
- NEWCOME, MILDRED M., (1966), *Associate Professor of English*; B.A., M.A., West Virginia University.
- NICHOLAS, DORIS, (1979), *Instructor of Social Work*, B.S.W.; M.S.W.; West Virginia University.
- NOLF, MARSHA L., (1972), *Cataloger; Assistant Professor of Library Science*; B.A., Waynesburg College; M.L.S., University of Pittsburgh.
- NUNNALLY, THOMAS M., (1972), *Assistant Professor of Technology*; B.S.E.M., West Virginia University; M.Ed., Duquesne University.
- NUTTER, BARBARA F., (1964), *Assistant Professor of English*; B.A., Fairmont State College; M.A., West Virginia University.
- OVERKING, MICHAEL M., (1968), *Associate Professor of Speech Communication and Theatre*; B.A., Fairmont State College; M.A., Ohio University.
- PARKS, JOHN D., (1976), *Assistant Professor of Technology*; A.B., Fairmont State College; M.A., West Virginia University.
- PEARSE, RONALD D., (1968), *Assistant Professor of Psychology*; B.A., Fairmont State College; M.A., West Virginia University.
- PETERS, EDWARD E., III, (1976), *Coordinator of Business Administration; Assistant Professor of Commerce*; B.E., Yale University; M.B.A., University of Bridgeport.

- PETERS, H. DEAN, (1968), *Vice President for Academic Affairs; Professor of History*; B.A., Marshall University; M.A. Ph.D., West Virginia University.
- PETRO, FLORA R., (1964), *Coordinator, Business Education; Assistant Professor of Commerce*; B.A., Fairmont State College; M.A., West Virginia University.
- PHARES, DANIEL D., (1978), *Coordinator and Instructor of Medical Laboratory Technology*; B.S., Salem College; M.T., St. Mary's Hospital Medical Technology School.
- PHEASANT, JOHN L., (1969), *Associate Professor of Technology*; B.S., B.A., Fairmont State College; M.A., West Virginia University.
- PHILLIPS, WALTER F., (1966), *Associate Professor of Technology*; B.A., Fairmont State College; M.A., West Virginia University.
- PHILLIPS, WILLIAM E., JR., (1966), *Associate Coordinator, Regents Degree Program; Professor of Education*; B.A., Fairmont State College; M.A., Ed.D., West Virginia University.
- POE, ELMER C., (1974), *Instructor of Technology*; B.S. Fairmont State College; M.S., Eastern Kentucky University.
- POPE, GAIL E., (1978), *Instructor of Commerce*; B.S., Ed., M.A., West Virginia University.
- POSTON, CHARLES D., (1969), *Professor of English*; B.A., Lamar State College; M.A., University of Texas; Ph.D. University of Oklahoma.
- POTTER, WILLIAM M., (1970), *Associate Professor of Commerce*; B.S., East Tennessee State University; M.A., Memphis State University.
- POWELL, RUTH A., (1966), *Technical Services Librarian; Assistant Professor of Library Science*; A.B., Fairmont State College; M.L.S., Kent State University.
- PRIESTER, HARRY G., (1967), *Coordinator, Secondary Education; Professor of Education*; B.S., M.A., Ed.D., West Virginia University.
- PRITCHETT, WILLIAM H., (1967), *Professor of Biology*; B.S., Davidson College; Ph.D., University of Virginia.
- PUDSELL, F. DAVID, (1968), *Associate Professor of History and Philosophy*; B.A., Tusculum College; M.Div., Pittsburgh Theological Seminary; M.A., Indiana University.
- PULSIFER, JACK R., (1965), *Associate Professor of History and Philosophy*; B.A., Lamar State College; M.A., Northwestern University.
- PYLES, CAROL D. SCOTT, (1971), *Chairman, Division of Allied Health and Associate Professor of Nursing Education*; B.S., Arson-Broadus College; M.A., West Virginia University.
- RADCLIFF, JUDITH, (1969), *Associate Professor of Home Economics*; B.S. West Virginia University; M.S., University of Maryland.
- REINHARDT, ROBERT M., (1971), *Professor of Political Science*; B.A., Anderson College; M.Div., Graduate School of Religion, Anderson College; M.A., Ball State University; Ph.D., West Virginia University.
- RETTON, JOSEPH, JR., (1963), *Assistant Professor of Physical Education*; B.A., Fairmont State College; M.A., West Virginia University.
- RICHARDSON, RAYMAN, (1971), *Professor of Physical Science*; A.B., Central Methodist College; M.S.T., University of Mississippi; Ph.D., Ohio State University.
- RILEY, MARTHA, (1979), *Instructor of Social Work*; B.A., Fairmont State College; M.S., West Virginia University.
- RITCHIE, DAVE F., (1978), *Instructor of Business Education*; B.S., M.A. University of Cincinnati.
- RUOFF, WILLIAM D., (1966), *Chairman, Division of Science and Mathematics; Professor of Chemistry*; B.S. Albright College; M. Ph.D., University of Delaware.
- RYAN, PATRICIA P., (1966), *Professor of Political Science*; B.A., American University Cairo; M.A., Ph.D., West Virginia University.
- SALVATI, JANET S., (1967), *Public Services Librarian; Professor of Library Science*; A.B., Fairmont State College; M.L.S., Ph.D., University of Pittsburgh.

- NSALONE, FRANK V., (1962), *Instructor of Commerce*; B.S., Fairmont State College; Ed.D., West Virginia University.
- HAUPP, FRED W., (1970), *Chairman and Professor of Commerce*; B.B.A., University of Pittsburgh; M.B.A., Ed.D., West Virginia University.
- HNEIDER, WILLIAM J., (1962), *Associate Professor of Mathematics*; B.A., Fairmont State College; M.S., West Virginia University.
- HOOLEY, JOHN H., (1970), *Associate Professor of Music*; B.S., Mansfield State College; M.M., East Carolina University.
- HAFFER, WILLIAM D., (1966), *Coordinator, Counseling Services; Assistant Professor of Psychology*; B.A., Fairmont State College; M.A., West Virginia University.
- IAN, ROBERT K., (1969), *Professor of Biology*; B.S., Taiwan Normal University; M.S., University of British Columbia; Ph.D., Indiana University.
- IERMAN, BETTY J. O'DELL, (1970), *Associate Professor of Speech Communication and Theatre*; A.B., M.A., West Virginia University.
- IERREN, DAVID C., (1968), *Professor of Technology*; B.S.M.E., M.S.M.E., Ed.D., West Virginia University.
- MONOF, JEAN E., (1967), *Periodicals Librarian; Assistant Professor of Library Science*; B.F.A., Moore College of Art; M.L.S., University of Pittsburgh.
- IGOCKI, STEPHEN, (1972), *Coordinator and Associate Professor of Art*; B.A., M.A., University of Maryland; Ph.D., Florida State University.
- YDER, R. BARRY, (1967), *Associate Professor of Art*; B.A., Southwestern College at Memphis; M.F.A., University of Mississippi.
- YDER, SUZANNE T., (1962), *Associate Professor of Speech Communication and Theatre*; B.A., Fairmont State College; M.A., University of Pittsburgh.
- SONNENSHEIN, RICHARD A., (1971), *Professor of English*; B.S., Marquette University; M.A., DePaul University; Ph.D., Northwestern University.
- STEPHENSON, STEVEN L., (1976), *Assistant Professor of Biology*; B.S., Lynchburg College; M.S., Ph.D., Virginia Polytechnic Institute.
- SWANSON, ALLAN L., (1972), *Associate Professor of Technology*; B.S.A.E., M.S.E., West Virginia University.
- SWANSON, CHARLES J., (1969), *Coordinator, Speech Communication and Theatre; Associate Professor of Speech Communication and Theatre*; B.A., MacAlester College; M.A., Colorado State College.
- SWEENEY, CHRISTIANE B., (1970), *Assistant Professor of French*; B.A., M.A., West Virginia University.
- SWIGER, ELIZABETH D., (1956), *Professor of Chemistry*; B.S., M.S., Ph.D., West Virginia University.
- TARLEY, SALLY, (1974), *Instructor of Secretarial Science*; A.B., Glenville State College; M.A., West Virginia University.
- TEAHAN, JOHN MICHAEL, (1967), *Associate Professor of English*; B.A., Manhattan College; M.A., Columbia University.
- THOMPSON, WILLIAM R., (1971), *Associate Professor of Technology*; B.S., M.Ed., Millersville State College.
- TURNER, JAMES L., (1969), *Professor of Chemistry*; B.S., M.S. Ph.D., West Virginia University.
- VANHORN, JOANNE, (1966), *Associate Professor of History*; B.A., M.A., Marshall University.
- VEASEY, MARILEE H., (1966), *Associate Professor of Speech Communication and Theatre*; B.A., Fairmont State College; M.A., West Virginia University.
- WANG, YU SAN, (1968), *Chairman, Division of Social Sciences; Professor of Political Science*; B.A., Concord College; M.A., University of Massachusetts; Ph.D., University of Pennsylvania.

- WARD, JEAN E., (1969), *Assistant Professor of Physical Education*; B.S., M.Ed., Frostburg State College.
- WARDIAN, W. RICHARD, (1970), *Associate Professor of History*; B.A., Thiel College; M.A., Kent State University.
- WEBER, DANIEL K., (1969), *Assistant Professor of Speech Communication and Theatre*; B.A., Fairmont State College; M.A., West Virginia University.
- WEDGE, DOROTHY A., (1977), *Professor of Education*; B.S., Wagner College; M.S., University of Bridgeport; Ph.D., Ohio State University.
- WHITE, CRAIG C., (1967), *Professor of Sociology*; B.A., Bethany College; M.A., Ed.D., West Virginia University.
- WHITEMAN, RICHARD, (1966), *Associate Professor of Technology*; B.S.M.E., West Virginia University; M.Ed., Duquesne University.
- WILLARD, MARGARET, (1949), *Associate Professor of Education*; B.A., Fairmont State College; M.A., West Virginia University.
- WILLIAMS, WILLIAM R., (1976), *Assistant Professor of Technology*; B.S.M.E., M.S.M. Ed.D., West Virginia University.
- WILLS, JACK C., (1971), *Professor of English*; B.S.F., West Virginia University; M. Ph.D., University of Delaware.
- YOUNG, JAMES R., (1967), *Associate Professor of Geography*; B.S., Morris Harvey College; M.S., Marshall University.
- ZIVKOVIC, PETER D., (1969), *Associate Professor of English*; B.S., M.A., University of Illinois.

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Eugene R. Arnold, Ed.D., Professor Emeritus
 Ian C. Cavanaugh, Ph.D., Professor Emeritus
 Edmund E. Collins, Ed.D., Professor Emeritus
 William D. Creasey, Ph.D., Professor Emeritus
 Roy Dillon, M.A., Faculty Emeritus
 Margaret T. Doolittle, Ed.D., Professor Emeritus
 Helen F. Duling, M.A., Professor Emeritus
 Fred B. Edgell, Ph.D., Professor Emeritus
 John K. Feaster, Ed.D., President Emeritus
 Neil Frye, M.A. Faculty Emeritus
 Wayne T. Gray, Ph.D., Professor Emeritus
 Dwight Fowler, M.Ed., Professor Emeritus
 Gertrude Hall, M.A., Professor Emeritus
 Leo D. Haught, M.S., Professor Emeritus
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 Edgar N. Jaynes, M.A., Professor Emeritus
 Eileen Lucas, B.S.L.S., Faculty Emeritus
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 Richard P. Wellock, M.A., Professor Emeritus
 Mark A. Wilmoth, M.A., Professor Emeritus
 Wilford R. Wilson, M.A., Professor Emeritus
 Kenneth G. Wise, M.A., Professor Emeritus
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Allied Health Affiliate Personnel

Medical Laboratory Technology Program

United Hospital Center, Clarksburg
DeLaPena, Cordell; Medical Director; MD

Holt, Vera; Clinical Coordinator; MT (ASCP)

Fairmont Clinic, Fairmont
Koppel, Donald; Medical Director; MD

Burns, Joan; Clinical Coordinator; MT (ASCP)

Monongalia General Hospital, Morgantown

Nataro, Joseph; Medical Director; MD
May, Joyce; Clinical Coordinator; MT (ASCP)

Fairmont General Hospital, Fairmont
Ehrgott, William; Medical Director; MD

BioMedical Reference Laboratories, Inc., Fairmont
Moffa, David; Director; PhD

Medical Record Technology Program

Veterans Administration Medical Center, Clarksburg

Hernandez, Delores; Clinical Coordinator; ART

United Hospital Center, Clarksburg
Canada, Marcia; Department Head; RRA

Leichter, Deborah; Clinical Coordinator; RRA

West Virginia University Medical Center, Morgantown

Anderson, Cheryl; Clinical Coordinator; RRA

Monongalia General Hospital, Morgantown

Tharp, Beverly; Clinical Coordinator; ART

Reynolds Memorial Hospital, Glen Dale
Lynch, Mary C.; Clinical Coordinator; RRA

Camden-Clark Memorial Hospital, Parkersburg

Payne, Betty; Clinical Coordinator; ART

Fairmont Clinic, Fairmont

Cousins, Rose; Clinical Coordinator; ART

Wishing Well Health Center, Fairmont
Carroll, Lynn; Clinical Coordinator

Respiratory Therapy Technology Program

West Virginia University Medical Center, Morgantown

Heironimus, Terring W. III; Medical Director; MD

Slavinsky, Roy; Department Head
Doorley, Patricia; Clinical Coordinator; BS, MS, RRT

United Hospital Center, Clarksburg
Ballotte, John A.; Medical Director; MD

Herweyer, Mary E.; Department Head; BS, RRT

Monongalia General Hospital, Morgantown

Renn, Joseph; Medical Director; MD
Brozick, David; Department Head; CRTT

Fairmont Clinic, Fairmont

Reynolds, Grace; Medical Director; MD

Veterinary Assistant Technology Program

Burleigh, Harry; Clarksburg

Starcher, Joe; Nitro

Davis, James; Parkersburg

Gilpin, Kay; Martinsburg

Kendrick, Jerry; Fairmont

Simms, Babette; Mannington

Spiker, John; Weston

Moore, Jamie; Fairmont

Stewart, Robert; Morgantown

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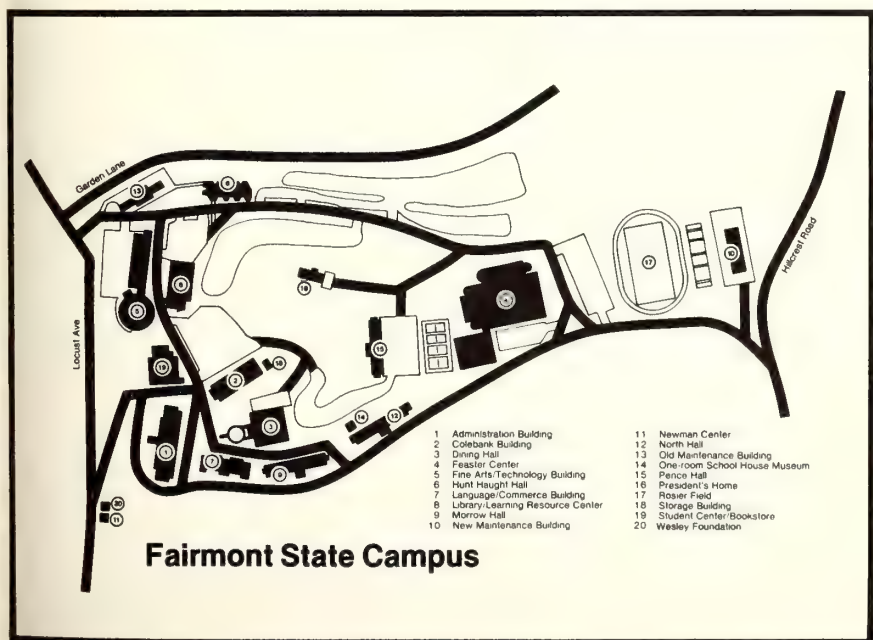
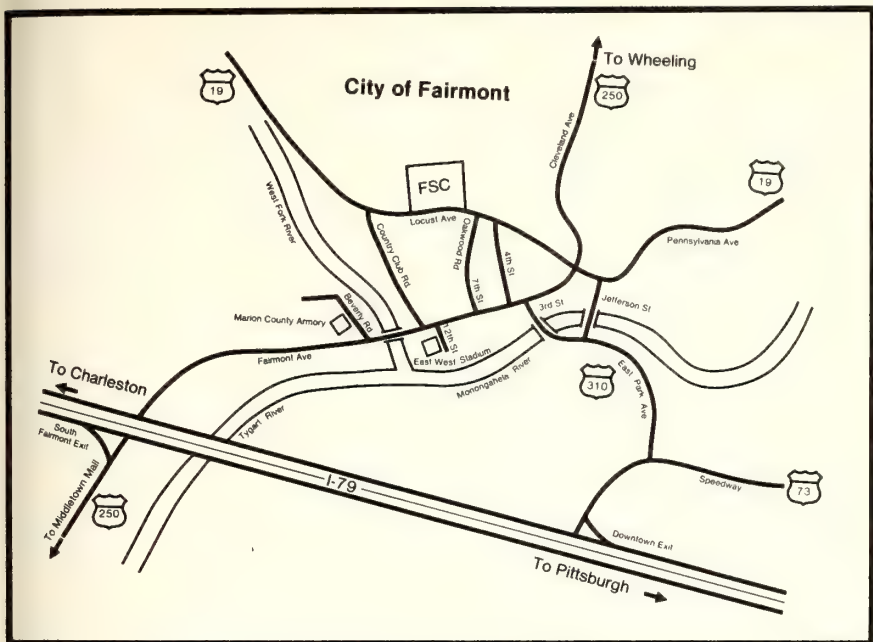
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CATALOG SUPPLEMENT

**1980
TO
1982**



FAIRMONT STATE COLLEGE

FAIRMONT STATE COLLEGE

BULLETIN

1980-82 CATALOG SUPPLEMENT

FALL 1980



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CORRESPONDENCE DIRECTORY

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as indicated below:

Admissions

For everything concerned with
the admission of students, in-
cluding requests for the college
catalog and other publications, Registrar and
academic credit, and informa- Director of
tion about fees.....Admissions

Administrative and General

College Policy.....President

The Faculty, Curricula, Vice President for
Instruction, Summer Sessions.....Academic Affairs

Community College and
Continuing Education.....Community College

Guidance and Counseling.....Counseling Center

Housing.....Student Affairs

Scholarships, Loan Information Financial Aid
and Student Employment.....Officer

Vice President
for Finance and
College Fees.....Facilities

Coordinator of
Publicity, Alumni Activities.....Public Relations

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Suppl. A

SUPPLEMENT TO THE FAIRMONT STATE COLLEGE
1980-82 CATALOG

The following revisions, additions, and deletions should be considered as an integral part of the 1980-82 Catalog.

VISITORS

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students, who will notify the college in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.

POLICY ON EQUAL OPPORTUNITY

Fairmont State College is an equal Opportunity-Affirmative Action institution. In compliance with Title VII of the Civil Rights Act, West Virginia Human Rights Act, Title IX (Educational Amendments of 1972), Section 504 of the Rehabilitation Act of 1973, and the other applicable laws and regulations, the college provides equal opportunity to all prospective and current members of the student body, faculty, and staff on the bases of individual qualifications and merit without regard to race, sex, religion, age, national origin, or handicap, as identified and defined by law.

The college neither affiliates knowingly with nor grants recognition to any individual, group or organization having policies that discriminate on the basis of race, color, age, religion, sex, national origin, or handicap, as defined by applicable laws and regulations.

ADVANCED STANDING

Change the information in the first paragraph of this section on page 14 of the 1980-82 catalog to read as follows:

English - Students may receive three hours of college credit in English 104 and may enroll in English 108 if they present four units of high school English with no semester grade of less than B and a standard score of 22 or higher on the English part of the ACT.

Foreign Language - Students who present one or more units of high school French, German or Spanish may enroll in French 102, German 102 or Spanish 102. Students who present two or more units of high school French, German or Spanish may enroll in French 201, German 201 or Spanish 201.

1. French, German or Spanish minor - Students electing a minor in French, German or Spanish may satisfy the elementary level requirement, French 101 and 102, German 101 and 102 or Spanish 101 and 102, by presenting two or more units of high school French, German or Spanish. These hours will not be recorded as college credit but will fulfill the requirement for the first six hours of the minor.

2. French major or teaching field - Only candidates for a B.A. or B.A. in Education Degree who complete the requirements for a major or teaching field in French and who present two or more units of high school French may be granted and have recorded on their permanent record six hours of college credit for French 101 and 102.

GENERAL STUDIES REQUIREMENTS (B.A., B.S.)

Change the last paragraph in the introduction on page 37 of the 1980-82 catalog to read:

Twelve hours of one foreign language is a general requirement for the Bachelor of Arts Degree. Upon the presentation of two or more units of high school work in a foreign language currently taught at Fairmont State, students may have six hours of this requirement at the elementary level of the language waived, provided that they are competent to continue the study of the language in classes numbered 200 or above.

WITHDRAWAL FROM CLASS

Replace paragraph 5 on page 32 with the following statement:

During the period ending with the second academic week following mid-term of a semester, students may drop one or more classes with "W" being recorded. The "WP-WF" grade will be used for students to withdraw from individual courses up to one week prior to the last regularly scheduled class meeting. No withdrawals are permitted from individual classes during the week prior to final week.

ADVANCED STANDING

Change the information in the first paragraph of this section on page 14 of the 1980-82 catalog to read as follows:

English - Students may receive three hours of college credit in English 104 and may enroll in English 108 if they present four units of high school English with no semester grade of less than B and a standard score of 22 or higher on the English part of the ACT.

Foreign Language - Students who present one or more units of high school French, German or Spanish may enroll in French 102, German 102 or Spanish 102. Students who present two or more units of high school French, German or Spanish may enroll in French 201, German 201 or Spanish 201.

1. French, German or Spanish minor - Students electing a minor in French, German or Spanish may satisfy the elementary level requirement, French 101 and 102, German 101 and 102 or Spanish 101 and 102, by presenting two or more units of high school French, German or Spanish. These hours will not be recorded as college credit but will fulfill the requirement for the first six hours of the minor.

2. French major or teaching field - Only candidate for a B.A. or B.A. in Education Degree who complete the requirements for a major or teaching field in French and who present two or more units of high school French may be granted and have recorded on their permanent record six hours of college credit for French 101 and 102.

GENERAL STUDIES REQUIREMENTS (B.A., B.S.)

Change the last paragraph in the introduction on page 37 of the 1980-82 catalog to read:

Twelve hours of one foreign language is a general requirement for the Bachelor of Arts Degree. Upon the presentation of two or more units of high school work in a foreign language currently taught at Fairmont State, students may have six hours of this requirement at the elementary level of the language waived, provided that they are competent to continue the study of the language in classes numbered 200 or above.

WITHDRAWAL FROM CLASS

Replace paragraph 5 on page 32 with the following statement:

During the period ending with the second academic week following mid-term of a semester, students may drop one or more classes with "W" being recorded. The "WP-WF" grade will be used for students to withdraw from individual courses up to one week prior to the last regularly scheduled class meeting. No withdrawals are permitted from individual classes during the week prior to final week.

ACADEMIC INFORMATION

This section replaces the Degree Program/Minor lists on pages 27-30 and 95-96.

Degrees

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts, Associate of Applied Science, or Associate of Science degree is also granted upon successful completion of from 60-78 semester hours in the two-year curricula. A Certificate in Applied Science is offered in three areas upon completion of 32-34 semester hours. This college also offers a flexible non-traditional Regent Bachelor of Arts Degree Program.

Degree Programs

Bachelor of Arts and Bachelor of Science Degrees

	Minimum Semester Hours Required		
	Degree	Major	Minor
Allied Health Administration...B.S.			
Medical Laboratory Technology.....	132	7
Medical Record Technology.....	129	1
Nursing.....	138	7
Veterinary Assistant Technology.....	140	7
Art.....			2
Biology.....B.S.	55	2
Business Administration.....B.S.			
General.....	39	1
Accounting.....	39	1
Economics.....	39	1
Office Administration.....	34	2
Banking.....			1
Clerical.....			1

Electronic Data Processing.....	19
Real Estate.....	18
Retailing.....	18
Chemistry.....B.A.....	54.....19
Chemistry.....B.S.....	64
Child Care.....	25.....65
Commercial Design/Graphics.....	32
Criminal Justice.....B.S.....	74.....28
Engineering Technology.....B.S.....	130.....23
Eight Areas of "Concentration"	
Architecture	Mechanical
Electronics	Mining
Industrial	Civil
Printing	Safety
English.....B.A.....	30.....18
English (Business and Technical Writing).....	18
Fire Science.....	22
Food Service Management.....	25
French.....B.A.....	30.....24
Geography.....	18
German.....	18
Graphics/Fine Arts.....B.S.....	92
Health Science.....B.S.....	59.....20
History.....B.A.....	36.....24
Home Economics.....B.S.....	55.....28
Interior Decoration.....	23
Journalism.....	16
Journalism (Business and Technical Writing).....	18
Legal Assistant.....	18
Library Science.....	24
Mathematics.....B.S.....	30.....21
Mathematics.....B.A.....	30.....21
Music.....	27
Music Merchandising.....	69
Occupational Health.....B.S.....	92
Philosophy.....	15
Physical Education.....B.S.....	38.....32
Physics.....	31
Political Science.....B.A.....	30.....18
Public Affairs.....	66
Psychology.....B.S.....	
General.....	37.....18

Industrial-Personnel.....	46
Community Service.....	52
Psychological Service.....	18
Radio-TV Communication.....	20
Recreation Leadership.....	70
Regents B.A. Degree.....	B.A.
Social Work.....	B.S. 45
Sociology.....	B.S. 30 18
Spanish.....	18
Speech Communication and Theatre.....	28

Bachelor of Arts in Education

Elementary Education Diversified 1-6.....	48
Specialization Early Education.....	16
Subject Specialization 4-8	
Art.....	28
French.....	20
General Science.....	3
Home Economics.....	26
Industrial Arts/Technology.....	3
Language Arts.....	2
Mathematics.....	1
Oral Communications (Speech Communications and Theatre).....	26-2
Social Studies.....	4
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Biology.....	40
Business Education, Secretarial.....	38
Business Education, Principles.....	3
Chemistry.....	3
English.....	3
French.....	3
General Science.....	3
Industrial Arts/Technology.....	4

Journalism.....	24
Mathematics.....	31
Physical Education.....	38
Physics.....	33
Oral Communications (Speech Communication and Theatre).....	32
Comprehensive Teaching Fields 7-12	
Business Education.....	52
Home Economics, Vocational.....	42
Industrial Arts/Technology.....	66-72
Social Studies.....	57
Secondary or Elementary Education	
Subject Specialization K-12	
Art.....	55
Music.....	59
Physical Education.....	43
School-Library Media.....	24
Special Education-MR.....	21

Associate Degrees and Certificate Programs

Fairmont Community College - A component of
Fairmont State College)

	Degree Offered	Minimum Semester Hours Required
General Studies.....	A.A.	64
Applied Health Technology		
Emergency Medical Service (one-year certificate in applied science).....		34
Medical Laboratory		
Technology.....	A.A.S.	71
Medical Record		
Technology.....	A.A.S.	66
Nursing.....	A.S.	74
Veterinary Assistant		
Technology.....	A.A.S.	77
Business Technology		
Accounting.....	A.S.	64
Business.....	A.A.S.	

General.....	6
Banking.....	6
Insurance.....	6
Real Estate.....	6
Clerical.....A.S.....	6
Clerical (one-year certificate in applied science).....	3
Commercial Design/	
Graphics.....A.A.S.....	6
Electronic Data	
Processing.....A.S.....	6
Food Service Management...A.A.S.....	6
Interior Decoration.....A.A.S.....	6
Music Merchandising.....A.A.S.....	6
Radio-TV Communication...A.A.S.....	6
Retail Management.....A.A.S.....	6
Secretarial (Executive, General, Legal, Medical)A.S.....	6
Secretarial (one-year certificate in applied science).....	3
Engineering Technology (Concentrations)	
Architecture.....A.A.S.....	6
Electronics.....A.S.....	6
Industrial.....A.S.....	6
Mechanical.....A.S.....	6
Mining.....A.S.....	6
Civil.....A.S.....	6
Safety.....A.A.S.....	6
Power.....A.S.....	6
Printing.....A.S.....	6
Drafting/Design.....A.S.....	6
Public Service Technology	
Child Care.....A.A.S.....	6
Criminal Justice.....A.A.S.....	6
Fire Protection and	
Safety.....A.A.S.....	6
Legal Assistant.....A.A.S.....	6
Psychological Service...A.A.S.....	6
Public Affairs.....A.A.....	6
Social Service Technology.A.A.S.....	6

PROGRAM ADDITIONS

INSURANCE OPTION (Associate in Applied Science)

Division of Commerce

<u>Required Courses</u>	<u>63 Sem. Hrs.</u>
Business 102	Introduction to Business.....3
Business 141	Business Math.....3
Business 201,202	Principles of Accounting.....6
Business 306,307	Business Law.....6
Business 308	Personnel Management.....3
Business 314	Office Management.....2
Business 320	Advertising.....3
Business 370	Risk Management.....3
Business 371	Property and Casualty Insurance...3
Business 372	Life Insurance.....3
Business 401	Business Finance.....3
Business Ed. 251	Business Communications.....2
Business Ed. 311	Office Machines.....2
EDP 100	Introducation to EDP.....3
Econ. 201,202	Economic Principles and Problems...6
English 104	Written English.....3
English 109	Technical Report Writing.....3
Psychology 101	Introduction to Psychology I.....3
Speech 100	Introduction to Speech Communication.....3

CRIMINAL JUSTICE (Bachelor of Science)

Division of Social Science

The Bachelor of Science Degree in Criminal Justice is specifically structured to accomplish the following objectives: 1. to enhance the development of fully professionalized programs in law enforcement, correc-

tions, and security to upgrade the status of criminal justice personnel; 2. to provide educational programs for the preparation of students for career opportunities; 3. to assist those individuals who seek professional growth by the provision of strong academic programs; and 4. to serve the people of the local community, region, and the State of West Virginia by providing faculty expertise for consulting, advising and researching projects concerned with the administration of criminal justice.

Fairmont State College seeks to accomplish these objectives in criminal justice by offering both two and four-year programs that provide a career ladder by which students may step from associate to baccalaureate degree levels with complete transferability. While the associate degree program deals with criminal justice foundations, the baccalaureate program would enable the student to concentrate on one particular area of criminal justice, i.e. (Law Enforcement, Corrections, and Industrial Security). Provision is made for the in-service educational needs of the career person in criminal justice (i.e., police or corrections officer, administrator, security personnel, etc.) that are compatible with the educational program of the pre-professional. Faculty would be encouraged to actively pursue ways to assisting criminal justice agencies and their personnel in the geographic region served by the college. Finally, limited research will be encouraged on problem areas related to Criminal Justice.

Graduates who satisfactorily complete the program will be prepared to actively participate in general law enforcement activities (police officers, administrator, planners, etc.), the corrections system as supervisors, parole and probation officers, criminal rehabilitation specialists, etc., or as coordinator and directors of security in business and industrial complexes.

Required Courses74 Sem. Hrs.

Human Behavior and Social Environment

History 343	Urban History.....	3
Pol. Sci. 204	Intro. to Public Administration....	3
Pol. Sci. 205	State and Local Government.....	3
Pol. Sci. 404	Civil Liberties in the U.S.....	3
Psychology 230	Social Psychology.....	3
Psychology 494	Interpersonal Dynamics.....	3
Sociology 200	Social Problems.....	3
Sociology 310	Sociology of the Family.....	3
Sociology 330	Urban Sociology.....	3
Sociology 340	Juvenile Delinquency.....	3

Criminal Justice

C.J. 100	Intro. to Criminal Justice.....	3
C.J. 101	Police Operations.....	3
C.J. 206	Introduction to Corrections.....	3
C.J. 240	Adjudication Process.....	3
C.J. 320	Criminology.....	3

Criminal Justice Concentration (Select One)

Law Enforcement - General

C.J. 102	Criminal Law.....	3
C.J. 201	Traffic Law Enforcement.....	3
C.J. 209	Firearms.....	1
C.J. 236	Criminal Investigation.....	3
C.J. 246	Criminal Evidence and Procedure....	3
C.J. 310	Community Police Administration....	3
C.J. 316	Community Relations.....	3
C.J. 335	Analysis of Police Operations.....	3
C.J. 410	Research in Criminal Justice.....	3
C.J. 411	Field Practicum.....	3-6-12
C.J. 425	Evaluation of the Criminal Justice System.....	3

Approved Criminal Justice Electives.....4

Security

C.J. 102	Criminal Law.....	3
C.J. 200	Criminalistics.....	3
C.J. 209	Firearms.....	1

C.J. 236	Criminal Investigation.....	3
C.J. 246	Criminal Evidence and Procedures...	3
Fire Sci. 291	Fire Prevention and Inspection....	3
C.J. 315	Business and Industrial Security...	3
C.J. 410	Research in Criminal Justice.....	3
C.J. 411	Field Practicum.....	3-6-12
C.J. 425	Evaluation of the Criminal Justice System.....	3
Approved Criminal Justice Electives.....		5
Corrections		
C.J. 102	Criminal Law.....	3
C.J. 236	Criminal Investigations.....	3
C.J. 246	Criminal Evidence and Procedures...	3
C.J. 355	Analysis of Correctional Operations.....	3
C.J. 401	Independent Studies.....	1-3
C.J. 410	Research in Criminal Justice.....	3
C.J. 411	Field Practicum.....	3-6-12
C.J. 420	Juvenile Justice Process.....	3
C.J. 425	Evaluation of the Criminal Justice System.....	3
Psych. 210	Personal Adjustment.....	3
Approved Criminal Justice Elective.....		6
Criminal Justice Elective Courses (other than required in concentration).....		8
NOTE: The following courses in Social Science are recommended in fulfilling the general studies require ment:		
History 108	United States History II.....	3
Pol. Sci. 103	American Government.....	3
Psychology 101	Introduction to Psychology.....	3
Sociology 110	Introductory Sociology.....	3
A minor in political science, psychology or sociology is recommended.		

OCCUPATIONAL HEALTH
(Bachelor of Science)

Division of Technology

The focus of the degree program is nurtured by the Occupation Safety and Health Act of 1970 as a result of the growing concern regarding the number and severity of occupationally related injuries and illnesses.

As indicated by statistics on the incidence and severity of injuries and illnesses and also by studies in the area of illness and injury prevention, it is evident that safe and healthful working environments and practices do not occur spontaneously, nor by application of "common sense." Specialized help must be available if the incidence of illness and injury is to be reduced.

The primary objective of the proposed program of study is to satisfy the manpower requirements for industrial hygienists in the manufacturing industries of West Virginia.

B.S. Degree	128 Hours
<u>Required Related Courses</u>	<u>60 Hrs.</u>

Biology 101,102	Introduction to Biology.....	8
Biology 103	Introduction to Environmental Biology.....	4
Biology 170	Anatomy and Physiology.....	3
*Chem. 105,106	Chemical Principles.....	10
Chemistry 205	Analytical Chemistry.....	4
Chem. 305,306	Organic Chemistry.....	8
Economics 200	Economics.....	3
EDP 100	Introduction to EDP.....	3
English 109	Technical Report Writing.....	3
Math 101	Applied Technical Mathematics I...	3
Math 102	Applied Technical Mathematics II...	3
Physics 101,102	Introduction to Physics.....	8

Technology

90-300	TEC VI	Engineering Analysis.....	4
90-400	TEC X	Work Experience Seminar.....	4
90-401	TEC XI	Work Experience Laboratory.....	8
90-499	TEC XII	Special Topics.....	1
93-250	IND VII	Personnel Problems and Labor Relations.....	3
97-201	SAF II	Occupational Safety.....	3
97-220	SAF IV	Environmental Hazard Control.....	3
97-230	SAF V	Introduction to Industrial Hygiene.....	3
97-320	SAF XI	Toxicology.....	3
97-330	SAF XII	Industrial Hygiene Controls.....	3
97-420	SAF XIII	Industrial Hygiene Applications and Practices.....	3
97-430	SAF XIV	Epidemiology and Statistics.....	3

*NOTE: Chemistry 101-4hrs., 102-4hrs., and 103-4hrs.
may be substituted for Chemistry 105 and 106.

PROGRAM TERMINATIONS

The following programs have been terminated by the
Board of Regents:

ALLIED HEALTH

Nursing Anesthesia, B.S. Degree, page 39.

Respiratory Therapy Technology, B.S. Degree, page 43;
A.A.S. Degree, pages 104 and 111.

MISCELLANEOUS CHANGES AND CORRECTIONS

.

CRIMINAL JUSTICE, page 134

Change 204 to 310 (Public and Police Administration)

Change 215 to 315 (Business and Industrial Security)

Change 255 to 355 (Analysis of Correctional Operations)

RADIO/TELEVISION, Minor B.A. and B.S. Degree, page 123,

Drop Speech Communication 276, Television Makeup, 1 hour.

Change the total program hours from 20 to 19.

SOCIAL SERVICE TECHNOLOGY, page 209

Change content of the following course to read as follows:

201 - Practicum one-twelve hours

A supervised field experience in a local public or private agency. PR: Prior to taking this course, the student is required to complete SW 210 and Social Service Technology 100 and 101 with at least a 2.0 average and a cumulative grade point average 2.0. (Social Work 210 is not a requirement for a minor degree.)

SOCIAL WORK, page 210

Change content of the following course to read as follows:

485 - Practicum one-nine hours

An examination of the social welfare agency through an educationally directed, supervised field experience PR: The student is required to maintain an overall "C" average in Social Work 210, 211, 300 and 302

before taking this course. A cumulative grade average of 2.0 is also required.

488 - Practicum

one-twelve hours

An examination of the social welfare agency through an educationally directed, supervised field experience

PR: The student is required to maintain an overall "C" average in Social Work 304, 400, and 485 before taking this course. A cumulative grade average of 2.0 is also required.

SPEECH COMMUNICATIONS, pages 39, 60, 92, 122, 133, 136, 137, 138

Change Speech Communication 101, Fundamentals of Speech to Speech Communication 100, Introduction to Speech Communication.

SPEECH COMMUNICATION, pages 213, 216

Delete Speech 276, Television Make-up, page 214

Change pre-requisites for the following courses:

Speech 173, Radio/Television Production, PR: Speech 171 and/or consent of Instructor.

Speech 249, Intercollegiate Debate I-IV, juniors and seniors see Speech Communication 449. PR: Speech Communication 241 or consent.

Speech 270, Radio/Television Announcing, PR: Speech 173 and/or consent.

Speech 277, Television Graphics, PR: Speech Communication 173.

Speech 279, Broadcast Continuity Writing, PR: Speech Communication 171.

Speech 337, Persuasive Communication, PR: Speech Communication 100 or 221 or consent.

THEATRE, pages 228,231

Change pre-requisites for the following courses:

Theatre 220, Oral Interpretation, PR: Speech Communication 105 or Speech Communication 107 or consent.

Theatre 228, Oral Interpretation Practicum I-IV, PR: Theatre 220 and/or consent of Instructor.

Theatre 314, Advanced Theatrical Make-up, PR: Theatre 212.

Theatre 326, Advance Oral Interpretation, not a substitute for Theatre 220. PR: Theatre 220 or consent.

Change course description for Theatre 354, Creative Drama Practicum, theories and techniques learned in Theatre 350 are applied in supervised guidance of children in creative drama experience. PR: Theatre 350 and consent.

NEW COURSES OF INSTRUCTION

BUSINESS

370. Risk Management three hours
Primarily concerned with developing an understanding of the basic principles of insurance as well as the nature and operation of the insurance business. Emphasis is given to the principles which underlie the entire field of insurance. Understanding is developed in the fundamental areas of indemnity, insurable interest, coinsurance, subrogation, proximate cause, other insurance, risk, requisites of insurable risks, deductibles, valued policies, probability, and many others. The important functional areas of rating, underwriting, marketing and adjusting are considered, as well as the subjects of regulation, reinsurance, and company organization.

371. Property and Casualty Insurance three hours
The course emphasis is placed on understanding coverages, policy provisions and concepts common to casualty and property insurance. Property and casualty contracts and forms studied are those common to the industry. PR: Business 370.

372. Life Insurance three hours
This course is designed primarily for students wishing an in-depth study of life, health, estate planning and annuity contracts. The law of contracts and agency, policy provisions and contents will also be studied. PR: Business 370

CRIMINAL JUSTICE

310. Public and Police Administration four hours
Principles of administration and management of the police operation and its application to public safety needs of the community. Responsibilities and inter-

relationships of administrative and line-and-staff services.

15. Business and Industrial Security three hours
The role of security and the security industry in criminal justice; administrative, personnel, and physical aspects of the security field; loss prevention management in proprietary and governmental institutions, variations in physical security systems.

16. Community Relations in C.J. three hours
Problems in citizen relations; treatment of victims, witnesses and jurors; citizen involvement in the criminal justice process; community resources related to criminal justice programming.

20. Criminology three hours
The study of deviant behavior as it relates to the definition of crime; crime statistics; theories of crime causation; crime typologies.

35. Analysis of Police Operations three hours
Problems of police organization and management; the allocation of police resources; information systems; community relations concerns; determinants of police policy.

55. Analysis of Correctional Operations three hours
Problems of management of the correctional process; programming, security, information systems, reports, case management, evaluation progress; custody and discipline as they relate to rehabilitative efforts; community adjustment facilities; problems of probation and parole.

01. Independent Study one-three hours
Surveys and applied research as approved by student's major adviser.

402. Special Issues in Criminal Justice three hours

Forum for special course offerings focusing upon special issues in criminal justice by visiting instructors or regular faculty.

410. Research in Criminal Justice three hours

Interaction of theory, research, and practice in the criminal justice process; purposes and limits of research; introduction to research design, data collection, analytic techniques, data processing resources and preparation of research reports.

411. Field Practicum three-twelve hours

A supervised professional study conducted in the criminal justice field setting.

420. Juvenile Justice Process three hours

Definitions of delinquent behavior; contributing social problems; adolescence as a subculture; the adjudication process for juveniles - philosophy and practice; treatment procedures.

425. Evaluation of the Criminal Justice System four hours

Discussion and evaluation of criminal justice policies and practices with a focus upon crime prevention as the goal of the system; presentations by criminal justice officials; evaluation of career opportunities preparation of senior research paper.

495. Seminars in Criminal Justice Management one-three hours

Workshops designed for personnel staffing management positions in the criminal justice system; focus upon solutions to particular administrative problems.

TECHNOLOGY

97-320 SAF XI Toxicology three hours

The purpose of this course is to study the effects of chemicals on biological systems, with emphasis on the mechanisms of harmful effects and on the conditions under which those harmful effects occur. PR: Chem. 105, 106 and Biology 101,102

97-330 SAF XII Industrial Hygiene three hours
Controls

The object of this course is to investigate industrial hygiene control methods utilized for minimization of worker exposure to airborne contaminants and various chemical agents in industry. PR: 97-230

97-420 SAF XIII Industrial Hygiene three hours
Applications and Practices

The function of this course is to analyze the methods and techniques utilized in the detection, evaluation, and control of chemical, physical, and biological health hazards. Studies will be focused on those hazards prevalent in manufacturing, construction, and merchantile operations. PR: 97-330

97-430 SAF XIV Epidemiology and three hours
Statistics

This course is designed to examine the control of bacterial, viral, and mycotic diseases in public health. The legal requirements governing the data collected and the types of equipment and sampling procedures utilized are also examined. PR: 97-330, 97-320

STUDENT SERVICES AND ORGANIZATIONS

Assisting the Handicapped

A contact person to assist the handicapped is located in Student Affairs. If a student chooses to have information regarding a handicap disseminated, the assistant to the academic vice president is notified and the adviser and instructors are apprised of the necessary accommodations.

ADMINISTRATION AND STAFF

PRESIDENT OF THE COLLEGE.....Wendell G. Hardway, Ph.D.
Assistant to.....Lois M. Laughlin, M.A.
ACADEMIC AFFAIRS, Vice President for.....H. Dean Peters, Ph.D.
Assistant to.....Flora R. Petro, M.A.
ADMISSIONS, Director of, and Assistant Registrar.....John G. Conaway, M.A.
ATHLETICS AND HPERS, Director of.....Colin T. Cameron, M.A.
BLACK STUDENTS, Coordinator of.....Carl M. Hunt, Ph.D.
COMMUNITY COLLEGE, Dean of.....Paul E. Edwards, Ph.D.
Clarksburg Center, Director of.....Robert M. Stemple, M.A.
COMPUTER CENTER, Director of.....Edward S. Bock II, M.S.E.E.
Assistant Director of.....George Tilko, B.S.
FINANCE AND FACILITIES, Vice President for.....K. Edward Grose, Ed.D.
Assistant to.....Homer W. Cox, B.S.
FOOD SERVICE, Director of.....Frank Pulice, Jr., B.A.
FOUNDATIONS PROGRAM, Director of.....Elizabeth Balser, Ed.D.
LEARNING RESOURCE CENTER, Director of.....Charles G. Manly, M.A.
LIBRARY, Director of.....Robert G. Masters, M.A.
PHYSICAL FACILITIES, Director of.....Harold P. Lawson
PUBLIC RELATIONS, Coordinator of.....Rachel Merrifield, B.A.
REGISTRAR and Director of Management Information Systems....Billy G. Dunn, Ed.D.
SECURITY, Chief of.....Benny Testa
STUDENT AFFAIRS, Vice President for.....George E. Cannon, M.A.
Assistant to.....Blair Montgomery, M.A.
Counselors, Coordinator of.....William D. Shaffer, M.A.
Counselors.....Michael Belmear, M.A.
Michele Casteel, M.A.
William F. Julian, M.S.
Supervisor of Women's Housing.....Ann Lester, M.A.
STUDENT CENTER AND BOOKSTORE, Director of.....Stanley Groves, M.A.
STUDENT HEALTH SERVICE, Director of.....James R. Dollison, M.D.
TEACHER EDUCATION, Dean of.....Harry J. Hadley, Ed.D.

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FAIRMONT STATE COLLEGE
BULLETIN
1980-82 CATALOG SUPPLEMENT
FALL 1981

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ACADEMIC CALENDAR 1981-82

1981 FALL SEMESTER

Ormitories Open	August 23, Sunday
Orientation	August 24, Monday
Evening Registration	August 24, Monday
Registration Day	August 25, Tuesday
Classes Begin	August 26, Wednesday
Labor Day, No Classes	September 7, Monday
Mid Semester	October 16, Friday
Applications for December Graduation Due	October 16, Friday
Thanksgiving Recess Begins, 5 p.m.	Nov. 25, Wednesday
Classes Resume, 8 a.m.	November 30, Monday
Final Exams	Dec. 14-18, Mon.-Fri.

1982 SPRING SEMESTER

Ormitories Open	January 7, Thursday
Evening Registration	January 7, Thursday
Registration Day	January 8, Friday
Classes Begin	January 11, Monday
Mid Semester	March 5, Friday
Applications for May Graduation Due	March 5, Friday
Easter Break, No Classes	April 5-9, Mon.-Fri.
Classes Resume, 8 a.m.	April 12, Monday
Final Exams	May 3-7, Mon.-Fri.
Commencement	May 8, Saturday

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CORRESPONDENCE DIRECTORY

The Post Office address of the College is:

Fairmont State College
Fairmont, West Virginia 26554
Phone (304) 367-4000

Correspondence should be addressed as indicated below

Admissions

For everything concerned with
the admissions of students, in-
cluding requests for the College
catalog and other publications, Registrar and
academic credit, and information Director of
about fees.....Admissions

Administrative and General

College Policy.....President

The Faculty, Curricula, Instruc- Vice President for
tion, Summer Sessions.....Academic Affairs

Community College and

Continuing Education.....Community College

Guidance and Counseling.....Counseling Center

Housing.....Student Affairs

Scholarships, Loan Informa- Financial Aid
tion and Student Employment.....Officer

.....Vice President for
Finance and Facili-
College Fees.....ties

.....Coordinator of
Publicity, Alumni Activities.....Public Relations

SUPPLEMENT TO THE FAIRMONT STATE COLLEGE 1980-82 CATALOG

The following revisions, additions, and deletions should be considered as an integral part of the 1980-1982 Catalog.

VISITORS

Visitors are always welcome at Fairmont State College. An informal tour of the campus may be obtained for those persons, especially for classes of high school students, who will notify the College in advance of their coming. Information may be obtained at the Office of Student Affairs in the Administration Building.

POLICY ON EQUAL OPPORTUNITY

Fairmont State College is an equal Opportunity-Affirmative Action institution. In compliance with Title II of the Civil Rights Act, West Virginia Human Rights Act, Title IX (Educational Amendments of 1972), Section 504 of the Rehabilitation Act of 1973, and the other applicable laws and regulations, the College provides equal opportunity to all prospective and current members of the student body, faculty, and staff on the bases of individual qualifications and merit without regard to race, sex, religion, age, national origin, or handicap, as identified and defined by law.

The College neither affiliates knowingly with nor grants recognition to any individual, group or organization having policies that discriminate on the basis of race, color, age, religion, sex, national origin, or handicap, as defined by applicable laws and regulations.

ACADEMIC INFORMATION

This section replaces the Degree Program/Minor lists on pages 27-30 and 95-96.

Degrees

The three baccalaureate degrees granted by Fairmont State College are Bachelor of Science, Bachelor of Arts, and Bachelor of Arts in Education. For each of these three degrees a minimum of 128 semester hours of credit is required. An Associate of Arts, Associate of Applied Science or Associate of Science degree is also granted upon successful completion of from 60-70 semester hours in the two-year curricula. A Certificate in Applied Science is offered in three areas upon completion of 32-34 semester hours. This college also offers a flexible non-traditional Regents Bachelor of Arts Degree Program.

Degree Programs

Bachelor of Arts and Bachelor of Science Degrees

	Minimum Semester Hours Required		
	Degree	Major	Minor
Allied Health Administration...B.S.			
Medical Laboratory Technology.....	132		7
Medical Record Technology.....	129		1
Nursing.....	138		7
Respiratory Therapy Technology.....	142		7
Veterinary Assistant Technology.....	140		7
Art.....			2
Biology.....B.S.	55		2
Business Administration.....B.S.			
General.....	39		1
Accounting.....	39		1
Economics.....	39		1
Office Administration.....	34		2
Banking.....			1

Clerical.....		18
Electronic Data Processing.....		19
Real Estate.....		18
Retailing.....		18
Chemistry.....	B.A.....	54.....19
Chemistry.....	B.S.....	64
Child Care.....		25.....65
Commercial Design/Graphics.....		32
Criminal Justice.....	B.S.....	74.....28
Engineering Technology.....	B.S.....	130.....23
Eight Areas of "Concentration"		
Architecture	Mechanical	Printing
Electronics	Mining	Safety
Industrial	Civil	
English.....	B.S.....	30.....18
English (Business and Technical Writing).....		18
Fire Science.....		22
Food Service Management.....		25
French.....	B.A.....	30.....24
Geography.....		18
German.....		18
Graphics/Fine Arts.....	B.S.....	92
Health Science.....	B.S.....	59.....20
History.....	B.A.....	36.....24
Home Economics.....	B.S.....	55.....28
Interdisciplinary Studies.....	B.A.-B.S.....	48
Interior Decoration.....		23
Journalism.....		16
Journalism (Business and Technical Writing.....		18
Legal Assistant.....		18
Library Science.....		24
Mathematics.....	B.S.....	30.....21
Mathematics.....	B.A.....	30.....21
Music.....		27
Music Merchandising.....		69
Occupational Health.....	B.S.....	92
Philosophy.....		15
Physical Education.....	B.S.....	38.....32
Physics.....		31
Political Science.....	B.A.....	30.....18
Psychology.....	B.S.	

General.....	37.....	18
Industrial-Personnel.....	46	
Community Service.....	52	
Psychological Service.....		18
Radio/TV Communication.....		20
Recreation Leadership.....		70
Regents B.A. Degree.....	B.A.	
Social Work.....	B.S.....	45
Sociology.....	B.S.....	30.....
Spanish.....		18
Speech Communication and Theatre.....		28

Bachelor of Arts in Education

Elementary Education Diversified 1-6.....	48
Behavioral Disorders K-12.....	21
Gifted Education 1-6.....	21
Specialization Early Education.....	16
Specific Learning Disabilities K-12.....	21
Subject Specialization 4-8	
Art.....	28
French.....	20
General Science.....	31
Home Economics.....	26
Industrial Arts/Technology.....	32
Language Arts.....	23
Mathematics.....	15
Oral Communications (Speech Communications and Theatre).....	26-27
Social Studies.....	41
Secondary Education	
Subject Specialization 7-9	
Home Economics.....	26
Language Arts.....	28
Social Studies.....	42
Single Teaching Fields 7-12	
Art.....	38
Behavioral Disorders.....	21
Biology.....	46
Business Education, Secretarial.....	38
Business Education, Principles.....	39

Chemistry.....	34
English.....	37
French.....	30
General Science.....	33
Gifted Education.....	21
Industrial Arts/Technology.....	45
Journalism.....	24
Mathematics.....	31
Physical Education.....	38
Physics.....	33
Oral Communications (Speech Communication and Theatre).....	32
Comprehensive Teaching Fields 7-12	
Business Education.....	52
Home Economics, Vocational.....	42
Industrial Arts/Technology.....	66-72
Social Studies.....	57
Secondary or Elementary Education	
Subject Specialization K-12	
Art.....	55
Music.....	59
Physical Education.....	43
School-Library Media.....	24
Special Education-MR.....	21

Associate Degrees and Certificate Programs Fairmont Community College - A component of Fairmont State College)

	Degree Offered	Minimum Semester Hours Required
General Studies	A.A.....	64
Applied Health Technology		
Emergency Medical Service (one-year certificate in applied science).....		34
Medical Laboratory.....	A.A.S.....	71
Medical Records.....	A.A.S.....	66
Nursing.....	A.S.....	74
Veterinary Assistant.....	A.A.S.....	77
Business Technology		

Accounting.....	A.S.....	64
Business.....	A.A.S.....	
General.....		64
Insurance.....		63
Real Estate.....		63
Clerical.....	A.S.....	64
Clerical (one-year certificate in applied science).....		32
Commercial Design/Graphics...A.A.S.....		64
Electronic Data Processing...A.S.....		64
Food Service Management.....A.A.S.....		64
Interior Decoration.....A.A.S.....		60
Music Merchandising.....A.A.S.....		69
Radio/TV Communication.....A.A.S.....		64
Retail Management.....A.A.S.....		64
Secretarial (Executive, General Legal, Medical).....A.S.....		64
Secretarial (one-year certificate in applied science).....		32
Engineering Technology (Concentrations)		
Architecture.....A.A.S.....		67
Electronics.....A.S.....		67
Industrial.....A.S.....		67
Mechanical.....A.S.....		67
Mining.....A.S.....		67
Civil.....A.S.....		67
Safety.....A.A.S.....		67
Power.....A.S.....		67
Printing.....A.S.....		67
Drafting/Design.....A.S.....		67
Public Service Technology		
Child Care.....A.A.S.....		65
Criminal Justice.....A.A.S.....		67
Fire Protection and Safety...A.A.S.....		67
Legal Assistant.....A.A.S.....		65
Psychological Service.....A.A.S.....		64
Social Service Technology...A.A.S.....		64

PROGRAM ADDITIONS

INTERDISCIPLINARY DEGREE

This program will lead to the degree Bachelor of Arts or Bachelor of Science in Interdisciplinary Studies. It is designed to meet the needs of the student whose career and educational goals may not be satisfied by the major fields available at Fairmont State College. This degree allows more flexibility in programming and enables students to gain optimum benefit from the strengths of the institution as they apply to the chosen fields of study.

The Academic Affairs Control Committee, which is chaired by the Vice President for Academic Affairs, is responsible for the overall coordination and control of the program. Division heads and a Coordinating Committee comprised of faculty who hold the rank of assistant professor or higher and who have been approved by the division heads assist in implementing the program.

Students who are interested in this program should contact the Assistant to the Academic Vice President for further information.

PROGRAM STIPULATIONS

Title: Bachelor of Arts or Bachelor of Science in Interdisciplinary Studies: (concentration:)

Admission: Application to the program will be made between the end of the first semester and the beginning of the fifth semester of academic work. Students must have completed at least one semester of academic work as full-time students with an average of 2.0 or better.

Nature of Program:

- a. It must contain a strong concentration of 48 semester hours, drawn from at least two disciplines of existing courses which form a logical selection of courses having a clear purpose and aimed at a specific learning outcome, not already represented among the major fields available at Fairmont State.
- b. At least 24 hours must be taken after admission to the program.
- c. The courses must be drawn from major bachelor programs or courses in an associate degree program which are part of the requirements for a baccalaureate degree.
- d. Arranged classes are to be avoided.
- e. At least one-half of the hours in the concentrated area must be at the upper division level.
- f. Up to 12 hours may be earned by appropriate directed research, exhibition, performance, internship, or combination of these. This credit is subject to the existing regulations for similar experience; no experiential credit will be accepted.
- g. All requirements of the B.A. or B.S. degrees will apply, including successful completion of the General Education segment, overall grade point average of 2.0, residency requirements, 128 hours required for graduation, and other stipulations to be found in the College catalog. General Studies requirements will be determined by the first concentration area

h. Elective courses will be used to complete hours required for graduation.

i. Students who anticipate graduate school attendance should check appropriate catalogs to insure that they will qualify for admission.

j. Once a proposal has been approved, it may be amended only by approval.

LEGISLATIVE FELLOWS PROGRAM

The primary goal of this program is to instruct selected full-time undergraduates from institutions of higher learning in West Virginia in the theory and operation of legislatures and legislative bodies in their multi-dimensional aspects and roles. Participants will be designated as legislative interns and will perform work assignments in the West Virginia Legislature for the duration of the session. They will spend a full semester in the study of the operation, role, and functions of legislative bodies.

To be eligible for this program, students must have completed a minimum of 60 undergraduate semester hours or its equivalent with an academic grade point average sufficient to admit them to the degree program of their choice. At the time of making application, students must be enrolled at their home institutions on a full-time basis and cannot be on academic or social probation. Students may not serve as interns if they are subsequently placed on academic or social probation for the period which would include the internship in Charleston. Each applicant must have taken at least one college course in political science unless, in the judgment of the selection committee the student's record displays an active and sustained interest in public affairs or the political process, at which time the course requirement may be waived.

PROGRAM TERMINATION

The following program has been terminated by the Board of Regents:

SOCIAL SCIENCE

Public Affairs, Associate of Arts, pages 137 and 138.

REVISED PROGRAMS

BANKING OPTION (Associate in Applied Science)

Division of Commerce

Hours Required		66 Sem. Hours
Required Courses:		51 Hours
Business 102	Intro. to Business.....	3
Business 141	Business Math.....	3
Business 201	Principles of Accounting.....	3
Business 202	Principles of Accounting.....	3
Business 306	Business Law.....	3
Business 307	Business Law.....	3
Business 308	Personnel Management.....	3
Business 320	Advertising.....	3
Business 401	Business Finance.....	3
EDP 100	Intro. to Electronic Data Proc.....	3
Econ. 201	Econ. Principles and Problems.....	3
Econ. 202	Econ. Principles and Problems.....	3
Econ. 303	Money, Credit and Banking.....	3
English 104	Written English.....	3
English 109	Technical Report Writing.....	3
Psy. 101	Intro. to Psychology I.....	3
Speech 100	Intro. to Speech Communication.....	3

Additional 15 hours to be selected from the following:

Business 380	Principles of Bank Operations.....	3
Business 382	Credit Administration.....	3
Business 383	Bank Investments.....	3
Business 384	Bank Management.....	3
Business 385	Analyzing Financial Statements.....	3
Business 386	Real Estate Finance.....	3
Business 387	Bank Simulation.....	3

Minor B.A. and B.S. Degree 18 Sem. Hour
 (Note: Duplicate credit will not be granted to fulfill the requirement for a major in Commerce).

Twelve hours to be selected from the following:

Business 380	Principles of Bank Operations.....
Business 382	Credit Administration.....
Business 383	Bank Investments.....
Business 384	Bank Management.....
Business 385	Analyzing Financial Statements.....
Business 386	Real Estate Finance.....
Business 387	Bank Simulation.....

Six hours to be selected from the following:

Business 102	Intro. to Business.....
Business 141	Business Math.....
Business 201	Principles of Accounting.....
Business 202	Principles of Accounting.....
Business 306	Business Law.....
Business 307	Business Law.....
Business 308	Personnel Management.....
Business 320	Advertising.....
Business 401	Business Finance.....
EDP 100	Intro. to Electronic Data Proc.....
Econ. 201	Econ. Principles and Problems.....
Econ. 202	Econ. Principles and Problems.....
Econ. 303	Money, Credit and Banking.....

OFFICE ADMINISTRATION
(Bachelor of Science)

Division of Commerce

Major 45 Hours
Required Courses:

Business 201, 202	Principles of Accounting.....	6
Business 308	Personnel Management.....	3
Business 309	Principles of Management.....	3
Business 314	Office Management.....	2
Bus. Ed. 102	Intermediate Typewriting.....	2
Bus. Ed. 103	Records Management.....	2
Bus. Ed. 211	Advanced Typewriting.....	2
Bus. Ed. 251	Business Communications.....	2
Bus. Ed. 301, 302	Adv. Shorthand & Transcription....	8
Bus. Ed. 311	Office Machines.....	2
Bus. Ed. 314	Exec. Dictation & Transcription...	2
Bus. Ed. 340	Principles of Word Processing.....	3
Bus. Ed. 351	Exec. Office Admin. Management....	3
Bus. Ed. 352	Directed Office Experience.....	2
EDP 100	Intro. to Electronic Data Proc.....	3

Minor 26 Hours
(Not open to majors in Group D. Open to majors in Groups A, B, and C).

Business 201	Principles of Accounting.....	3
Business 309	Principles of Management.....	3
Business 314	Office Management.....	2
Bus. Ed. 101, 102	Beg. and Inter. Typewriting or	
Bus. Ed. 211	Advanced Typewriting.....	4
Bus. Ed. 202	Intermediate Shorthand.....	4
Bus. Ed. 301	Advanced Shorthand.....	4
Bus. Ed. 340	Principles of Word Processing.....	3
EDP 100	Intro. to Electronic Data Proc....	3

CRIMINAL JUSTICE
(Bachelor of Science)

Division of Social Science

Hours Required	128 Hours
Required Criminal Justice Courses:	15 Hours

C.J. 100	Intro.to Criminal Justice.....		2
C.J. 101	Police Operations.....		2
C.J. 206	Intoduction to Corrections.....		2
C.J. 240	Adjudication Process.....		2
C.J. 320	Criminology.....		2

General Studies Requirements:	36 Hours
(The following courses in Social Science are recommended to fulfill the general studies requirment):	

History	108	United States History II.....	2
Pol. Sci.	103	American Government.....	2
Psychology	101	Intro.to Psychology I.....	2
Sociology	110	Introductory Sociology.....	2

Required Courses in Human Behavior and Social Environment:	21 Hours
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Geography	315	Urban Geography.....	2
History	343	Urban History.....	2
Pol. Sci.	204	Intro.to Public Administration.....	2
Pol. Sci.	205	State & Local Government.....	2
Pol. Sci.	304	American Const. Government & Law....	2
Pol. Sci.	404	Civil Liberties in the U. S.....	2
Psychology	210	Personal Adjustment.....	2
Psychology	230	Social Psychology.....	2
Psychology	494	Interpersonal Dynamics.....	2
Sociology	200	Social Problems.....	2
Sociology	310	Sociology of the Family.....	2
Sociology	340	Juvenile Delinquency.....	2

Required Courses in Allied Health: 4 Hours

EMS 101 Techniques of Emergency Medical Services.. 4

Criminal Justice Concentration (Select One)

Law Enforcement - General 30 Hours

C.J. 102 Criminal Law.....3
C.J. 201 Traffic Law Enforcement.....3
C.J. 209 Firearms.....1
C.J. 212 Abnormal Behavior & Crisis Intervention...3
C.J. 236 Criminal Investigation.....3
C.J. 246 Criminal Evidence & Procedure.....3
C.J. 310 Public & Police Administration.....4
C.J. 316 Community Relations.....3
C.J. 335 Analysis of Police Operations.....3
C.J. 410 Research in Criminal Justice.....3
C.J. 411 Field Practicum.....3-6-12
C.J. 425 Evaluation of the Criminal Justice System.3
Approved Criminal Justice Electives.....4

Security 30 Hours

C.J. 102 Criminal Law.....3
C.J. 200 Criminalistics.....3
C.J. 209 Firearms.....1
C.J. 212 Abnormal Behavior & Crisis Intervention...3
C.J. 236 Criminal Investigation.....3
C.J. 246 Criminal Evidence & Procedure.....3
Fire. Sc. 291 Fire Prevention & Inspection.....3
C.J. 315 Business & Industrial Security.....3
C.J. 410 Research in Criminal Justice.....3
C.J. 411 Field Practicum.....3-6-12
C.J. 425 Evaluation of the Criminal Justice System.3
Approved Criminal Justice Electives.....5

Corrections 30 Hours

C.J. 102 Criminal Law.....3
C.J. 212 Abnormal Behavior & Crisis Intervention...3
C.J. 236 Criminal Investigations.....3

C.J. 246	Criminal Evidence & Procedure.....	3
C.J. 355	Analysis of Correctional Operations.....	3
C.J. 401	Independent Studies.....	1-3
C.J. 410	Research in Criminal Justice.....	3
C.J. 411	Field Practicum.....	3-6-12
C.J. 420	Juvenile Justice Process.....	3
C.J. 425	Evaluation of the Criminal Justice System.	3
Psy. 210	Personal Adjustment.....	3
Approved Criminal Justice Electives.....		6

Criminal Justice Elective Courses (other than
required in concentration).....4

Minor 18 Hours
Minor in Political Science, Psychology or Sociology
recommended.

VETERINARY ASSISTANT TECHNOLOGY (Associate in Applied Science)

Division of Allied Health

Hours Required	76-77 Sem. Hours
Fall Semester	19 Hours

English	104	Written English.....	3
Allied Hlth	100	Medical Terminology.....	3
Biology	170	Anatomy and Physiology.....	4
VAT	113	Intro. to Veterinary Technology.....	3
VAT	114	Breeds and Breeding.....	2
Biology	219	General Zoology.....	4

Spring Semester	18 Hours
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English	109	Technical Report Writing.....	3
Biology	205	Technical Microbiology.....	4
VAT	117	Veterinary Techniques I.....	3
VAT	118	Radiology.....	2
VAT	120	Pharmacology for Animal Technicians.	2
VAT	124	Basic Concepts of Biochemistry.....	1

Speech	100	<u>OR</u>	Intro. to Speech Com.....	3
Psychology	101		Intro. to Psychology I.....	3

Summer Session 8 Hours

AT	271	Vet Preceptorship I.....	8
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Full Semester - Second Year 18 Hours

Speech	100	<u>OR</u>	Intro. to Speech Com.....	3
Psychology	101		Intro. to Psychology I.....	3
Bus. Math	141		Business Mathematics.....	3
AT	215		Large Animal Restraint and Diseases.	2
AT	217		Veterinary Techniques II.....	4
AT	220		Pathophysiology of Small Animals....	3
Elective.....				2-3

Spring Semester 14 Hours

AT	219	Veterinary Techniques III.....	2
AT	272	Vet Preceptorship II.....	12

Suggested Electives:

Bus. Ed.	311	Office Machines.....	2
Business	201	Principles of Accounting.....	3
Business	305	Small Business Management.....	3
English	250	English Literature.....	3
English	260	American Literature.....	3
English	309	Advanced Technical Communication....	3
Pol. Sci.	204	Intro. to Public Administration.....	3
Philosophy		Course of Choice.....	3

NEW COURSES OF INSTRUCTION

BIOLOGY

245. Aquatic Ecology three hours

An introductory study of aquatic environment concerning the physical, chemical, and biological condition of water with emphasis on the ecological principles and techniques related to the environmental effects and biota. Two one-hour lectures and one two-hour laboratory per week. PR: 101 and 102 or 103; or 219 or 230.

320. Population Biology three hours

A study of life phenomena at the population level with emphasis on qualitative description and quantitative analysis of characteristics of natural populations. Two one-hour lectures and one two-hour laboratory per week. PR: 101 and 102, or 103; or 219 or 230 or 242.

BUSINESS

303. Accounting Internship one to four hours

The program is designed to offer the student a ten-week internship with an accounting, industrial, or governmental organization during the summer. The student will receive up to four hours of college credit for the internship program. When possible, the term of the internship should coincide with the two five-week summer terms offered at Fairmont State College. However, this can be adjusted to the needs of the student and/or employer. Regardless of the length of the internship, the student will receive a maximum of four hours credit.

383. Bank Investments three hours

This course will provide the student with the background to understand the relationship between bank investment policy and other functional areas of

banking. Subjects covered will be the nature of risk, liquidity and yield, and how they are measured. PR: Bus. 380.

384. Bank Management three hours
This course presents principles and new trends which have emerged in the philosophy and practice of bank management. The study and application of the principles provides the student with a working knowledge of bank management. The course touches on banking objectives, planning, structure, control, and the interrelationship of various bank departments. PR: Bus. 380.

385. Analyzing Financial Statements three hours
This course will provide the student with the necessary techniques and tools to evaluate the financial conditions and operating performance of a modern business. The course will cover financial statement analysis, financial and business funds flow, and techniques of analyzing financial statements. PR: Bus. 201, 202, and 380.

386. Real Estate Finance three hours
This course provides a background in the various real estate mortgage credit operations of commercial banks. The following broad areas of real estate will be covered: mortgage loans, financing of residential property, financing of special purpose property, and the administrative tasks common to most mortgage departments. PR: Bus. 380 or Bus. 360.

387. Bank Simulation three hours
This course utilizes a detailed computer model to simulate the operations of a 500 million dollar commercial bank. The student will be faced with running the bank in a competitive society and a changing economy. The course is designed to give the student an understanding of the interrelationships of the various functions of banking. PR: Bus. 380, 383, 384 and Econ. 303 or approval of instructor.

440. Aerospace Studies three hours

The course examines military professionalism and existing patterns of civil-military relations, analyzes the international and domestic environments affecting U. S. defense policy, examines the post-World War II development of defense strategy and the methods of managing conflict. Students will prepare individual and group presentations for the class, write reports, and participate in group discussions, seminars, and conferences. This course includes a one-hour Leadership Lab.

441. Aerospace Studies three hours

This is a continuation of Business 440. This course includes a one-hour Leadership Lab. PR: 340, 341, 440, or consent.

449. Directed Readings in Business three hours
and Economics

Based on their interests, students will select books from a current reading list prepared by the commerce faculty. Following a critical review of each book, the student will report and discuss its contents and implications with a faculty reader. The number of books read by each student during the semester will depend on the degree of difficulty of the books and the level of student understanding. PR: Open only to senior business majors with 24 hours of business or economics, 3.0 grade point average, and consent of the course coordinator.

BUSINESS EDUCATION

340. Principles of Word Processing three hours

This course will provide instruction in word-processing theory and concepts, procedures, and personnel management, as well as practical training and development of proficiency in the operation of specialized typewriters, such as the IBM Electronic, Executive, and automated typewriters, and display text-editing

equipment. PR: English 108 or 109, Business Education 211 and 251.

TECHNOLOGY

- 8-330 PRT XIII. Advanced Layout and Design three hours
This course is a continuation of 98-230. The student continues work on thumbnail, rough, and final layouts with emphasis on the production of comprehensive final layouts for presentation to the customer. PR: 98-230.
- 7-300 SAF VII. Managing and Evaluating Safety Programs two hours
This course entails an analysis of safety programs to isolate components requiring improvement. Components covered are the safety audit, safety project improvement cycle, and coordinating safety management functions. PR: 97-220.

VETERINARY ASSISTANT TECHNOLOGY

20. Pharmacology for Animal Technicians two hours
The principles, simplified chemistry, and basic concepts of pharmacology are covered. The more common drugs and their variations among species are presented. Drug laws and regulations are reviewed. Two hours lecture per week. PR: VAT 113, 114; Biology 170, 219.
24. Basic Concepts of Biochemistry one hour
A survey of the biochemistry of metabolism is covered. One-hour lecture per week. PR: Open to all students.
20. Pathophysiology of Small Animal Diseases three hours
The course will cover infectious, hormonal, traumatic, and toxicological diseases of the dog and the cat. The body's normal defense systems and its responses to pathology will be presented. Three hours lecture per week. PR: VAT 271.

REVISED COURSES OF INSTRUCTION

Business Education

352. Directed Office Experience two hours

A practical course with actual experience in an office. A total of 140 hours of supervised office work is required. Business teacher education students are required 200 hours, for which 60 previously worked hours may be accepted. Students already working in acceptable office positions may continue on the payroll. Students placed at work stations by traditional means by the instructor will receive no pay. Students having acceptable office experience of two years or more of continuous, full-time employment within the last five years with proper documentation (portfolio, evaluation, etc.) may receive credit for the course.

Students enrolled in this course should limit their class load for this semester to 16 hours. Two-year students should plan to take this course their last semester in college; the A.B. or B.S. majors should plan to take this course their junior year. PR: Bus. Ed. 211, 301, 351, 2.0 average in major, minor, and overall i.e. for all work attempted.

354. Legal Office Experience two hours

The feature of this course is supervised, on-the-job training in either a lawyer's office or in the legal department of a company. The minimum clock hours required will be 140. Students already working in acceptable office positions may continue on the payroll. Students placed at work stations by traditional means by the instructor will receive no pay. Student having acceptable legal office experience of two years or more of continuous, full-time employment within the last five years with proper documentation (portfolio, evaluation, etc.) may receive credit for the course. PR: Bus. Ed. 213, 301, enrolled in or credit for 352

56. Medical Office Experience two hours
The feature of this course is supervised, on-the-job training in either a physician's office, hospital or clinic. The minimum clock hours required will be 140. Students already working in acceptable office positions may continue on the payroll. Students placed at work stations by traditional means by the instructor will receive no pay. Students having acceptable medical office experience of two years or more of continuous, full-time employment within the last five years with proper documentation (portfolio, evaluation, etc.) may receive credit for the course. PR: Bus. Ed. 214, 301 enrolled in or credit for 355.

Veterinary Technology

13. Intro. to Veterinary Technology three hours
The students will study veterinary laws and ethics, business and hospital management, and comparative anatomy and physiology. The parasites of the dog and the cat and the laboratory techniques for diagnosis of these parasites will be covered. Various methods of administering drugs will be evaluated and practiced. The students will practice the care, handling, and restraint of the dog and the cat. Two hours lecture and two hours lab per week. PR: Admission to the VAT program.

14. Breeds and Breeding two hours
The students will be taught the breeds of the dog and the cat, breeding behavior, reproductive physiology, and nutrition. Two hours lecture per week. Open to all students.

17. Veterinary Techniques I three hours
The students will study the care, handling, and restraint of common laboratory animals. Various techniques in surgical nursing, instrument and equipment care, and veterinary anesthesiology will be presented and applied. The pharmacology of common veterinary anesthetics will be covered. Necropsy and tissue

sampling techniques will be practiced. This course will be closely correlated with VAT 118: Radiology. Two hours lecture and two hours lab per week. PR: VAT 113, 114; Biology 170, 219.

118. Radiology

two hours

The students will study and apply the theory of radiology, radiographic techniques, positioning of animals and hand processing of radiographs. Basic bandaging and external fixation techniques will be studied and applied. This course will be closely correlated with VAT 117: Vet. Tech. I. One-hour lecture and two hours lab per week. PR: VAT 113, 114; Biology 170, 219.

215. Large Animal Restraint and Diseases

two hours

The students will study the care, handling, and diseases of farm animals and practice restraint and medication techniques. The parasites of farm animals will be covered. Interstate regulations and health documents will be reviewed. The common domestic breeds of the cow, horse, pig, sheep, and goat will be studied. Field trips will be included. One-hour lecture and two hours lab per week. PR: VAT 271.

217. Veterinary Techniques II

four hours

The students will study theory and practice the laboratory techniques for complete blood and urine analysis, vaginal cytology, analyses of transudate and exudate as related to clinical veterinary medicine. Two hours lecture and four hours lab per week. PR: VAT 271.

MISCELLANEOUS CHANGES AND CORRECTIONS

ALLIED HEALTH, page 12

add to Admission Policy for Nursing and Veterinary Assistant Technology: Students who have not had a high school chemistry class are required to take a basic introductory class in college chemistry.

In addition, an equivalent of a high school typing class, which is defined as 35 words per minute with three to five errors maximum in a five-minute period, is required for admission to the Veterinary Assistant Technology program.

add to Admission Policy on page 106, paragraph one: All complete applications to the EMS, MLT, MRT, and AT programs which are received before January 31 will be considered. Any application after that date will be considered only on a space-available basis.

MEDICAL LABORATORY TECHNOLOGY, pages 108, 185

change MLT 215 from one credit hour to two credit hours.

add 216. Seminar one hour
This course gives the student an opportunity to correlate the information in each of the clinical areas.
PR: MLT 101 and 102.

MEDICAL RECORDS TECHNOLOGY, pages 109, 110

add to the second paragraph: The MRT program is accredited by the AMA's Committee on Allied Health Education and Accreditation in collaboration with the MRA.

Delete the Minor B.A. and B.S. Degree 18 semester hours.

NURSING, page 42

Change Physical Science 100, 2 hours in Semester 7 to Physical Science or Math 2/3 hours and the Physical Science 2 hours in Semester 8 to Physical Science 4/3 hours.

RESPIRATORY THERAPY, page 16, '80 Supplement

While the A.A.S. Degree has been terminated, the B.S. Allied Health Administration Program in Respiratory Therapy remains a viable option for those holding the A.A.S. Degree in Respiratory Therapy.

ART, page 142

Change 462. Advanced Painting in Oil

PR: Art 362 or consent to 461. (The number 462 was repeated in the catalog)

BUSINESS ADMINISTRATION, page 147

Change 240 to 340.

Change 241 to 341.

REAL ESTATE, page 116

Add Business 386, Real Estate Finance as a required course for both the major and minor fields.

Change Elective hours from six to three in the major field and from nine to six in the minor field.

CLERICAL, TWO-YEAR, page 117

Add Business Education 340, Principles of Word Processing.

Change number of electives from 22/23 to 19/20.

GERICAL, Minor, page 127

and Business Education 340, Principles of Word Processing.

Change number of semester hours from 18 to 21.

SECRETARIAL - Executive, General, Legal, Medical, pages 125, 126, 127.

and Business Education 340, Principles of Word Processing.

Reduce semester hours of electives by three.

HISTORY, pages 76, 77, 173

Change 371. Social and Intellectual History of the United States to Social History of the United States and the course description to read:

An advanced survey of the history of American social relationships and institutions with emphasis on the lives of ordinary people and incorporating recent scholarly research both quantitative and qualitative. Three one-hour lecture and discussion periods per week. R: History 107 and 108.

HOME ECONOMICS, page 174

Change 200 from Practicum: Child Development to Special Topics: Practicum.

PHILOSOPHY, pages 78, 194

Change 250 from the Western Philosophical Tradition to Great Philosophers.

Change 325 from Ethics to Thinking About Values.

PHYSICAL EDUCATION, pages 58, 59, 60, 195, 196

Change 234 from Field Sports I to Individual and Dual Sports.

Change 235 from Court Sports I to Team Sports - Men's Regulations.

Change 236 from Field Sports II to Team Sports - Women's Regulations.

Change 237 from Court Sports II to Gymnastics - Men's Regulations.

Change 245 to 238 Gymnastics/Modern Dance - Women's Regulations.

Change course description for Phy. Ed. 354 to read:

354. Sports Officiating - Men's two hours
or Women's Regulations

Technical and theoretical aspects of officiating fall and winter sports and late winter and spring sports. Men's regulations will be offered the first semester; women's regulations, the second semester. These designations do not preclude anyone from taking the course they simply mean that the course emphasis will be on men's or women's activities common to the sport. PR: consent of instructor.

Add, page 196

353. Field Experience in Sport two-four hours
Coaching

Field experience to include the participation of the student (as an intern coach) in either an intercollegiate or interscholastic sport program. Variable credit. PR: PH. ED. 351, 352.

SOCIAL WORK, pages 81, 210

Change 211 from 3 hours credit to 2 hours credit.

ADD

- 97. Seminar: Special Topics in Social three hours
Work Practice
- 98. Seminar: Special Topics in Social three hours
Work Practice
- 99. Seminar: Special Topics in Social three hours
Work Practice

SOCIOLOGY, pages 81, 211

Change 305 to 230.

TECHNOLOGY, pages 84, 130, 217, 224, '80 Supplement
6, 23

Change credit hours for 90-410 Tech XII, Guided Design
Seminar, from four hours to one to four hours.

Change 97-210 Motor Fleet Safety 2 credit hours to
97-210 Disaster Preparedness and Emergency Systems 3
credit hours.

Change 97-300 Disaster Preparedness and Emergency Sys-
tems 3 credit hours to 97-300 Managing and Evaluating
Safety Programs 2 credit hours. See course descrip-
tion in new course section.

Delete 97-400 Security Practices and Loss Minimization
three credit hours.

Change and add to AS and BS Safety Options 97-330
Industrial Hygiene Controls three credit hours to 97-
00 Industrial Hygiene Controls three credit hours.

THEATRE, page 228

Add 114 Body Training and Stage Movement two hours
Required of all theatre majors and minors. Care, control, and use of the body as an instrument basic to performance (acting, singing, and dancing). Offered second semester only.

add the following personnel at clinical affiliates for the Medical Laboratory Technology program:

MONONGALIA GENERAL HOSPITAL
Morgantown, W. Va.

Joseph F. Nataro, M.D. Laboratory Director
Ruth N. de la Mata, M.D. Assistant Pathologist
Joyce May, MT(ASCP) Blood Bank Department Head-
Clinical Coordinator
Everly Baker, MT(ASCP) Microbiology Department Head
Donnie McMillan, MT(ASCP) Hematology Department Head
Harlene Rausch, MT(ASCP) Chemistry Department Head
Denise Trimboli, MT(ASCP)
Paula Mays, MT(ASCP)
Mary Kay Gross, MT(ASCP)
Cathy Campbell, MT
Ebbie Essig, MLT(ASCP)
Daurie Callahan, MLT(ASCP)
Synthia Levelle, MLT(ASCP)
Denise Turoczy, MLT(ASCP)
Lorenda Willis, MLT(ASCP)
Susan Lichtenberg, MLT(ASCP)
Mary McElroy, CLA
Lancy Taylor, CLA

FAIRMONT CLINIC
Fairmont, W. Va.

Donald H. Koppel, M.D. Director Laboratory
Joan H. Burns, M.S. MT(ASCP) Clinical Coordinator
Lorenda Cox, MT(ASCP)
Carol Bomar, MT(ASCP)
Helen Moran, MLT(ASCP)
Debra Efaw, MLT(ASCP)
Janet Hodges, CLA(ASCP)

UNITED HOSPITAL CENTER, INC.
Clarksburg, W Va.

Cordell A. De La Pena, M.D. FCAP Chief Pathologist
Chinmay Datta, M.D. FCAP Associate Pathologist
Vera Ann Holt, MT(ASCP) Clinical Coordinator and
Immunohematology Supervisor

Department Supervisors:

Mary Jane Ford, Venipuncture
Burton E. Martin, Chemistry and Urinalysis
Carole Snodgrass, Hematology
Margaret Zerbest, Microbiology and Serology

Chief Medical Technologist:

Lougenia P. Holt, MT(ASCP)

ADMINISTRATION AND STAFF

PRESIDENT OF THE COLLEGE.....	Wendell G. Hardway, Ph.D.
Assistant to.....	Lois M. Laughlin, M.A.
ACADEMIC AFFAIRS, Vice President for.....	H. Dean Peters, Ph.D.
Assistant to.....	Flora R. Petro, M.A.
ADMISSIONS, Director of, and Assistant Registrar.....	John G. Conaway, M.A.
ATHLETICS AND HPERS, Director of.....	Colin T. Cameron, M.A.
BLACK STUDENTS, Coordinator of.....	Carl M. Hunt, Ph.D.
COMMUNITY COLLEGE, Dean of.....	Paul E. Edwards, Ph.D.
Clarksburg Center, Director of.....	Robert M. Stemple, M.A.
COMPUTER CENTER, Director of.....	Edward S. Bock II, M.S.E.E.
Assistant Director of.....	George Tilko, B.S.
FINANCE AND FACILITIES, Vice President for.....	Fred W. Schaupp, Ed.D.
Assistant to.....	Homer W. Cox, B.S.
FOOD SERVICE, Director of.....	Frank Pulice, Jr., B.A.
FOUNDATIONS PROGRAM, Director of.....	Elizabeth Balser, Ed.D.
LEARNING RESOURCE CENTER, Director of.....	Charles G. Manly, M.A.
LIBRARY, Director of.....	Robert G. Masters, M.A.
PHYSICAL FACILITIES, Director of.....	Harold P. Lawson
PUBLIC RELATIONS, Coordinator of.....	Rachel Merrifield, B.A.
REGISTRAR and Director of Management Information Systems....	Billy G. Dunn, Ed.D.
SECURITY, Chief of.....	Benny Testa
STUDENT AFFAIRS, Vice President for.....	George E. Cannon, M.A.
Assistant to.....	Blair Montgomery, M.A.
Counselors, Coordinator of.....	William D. Shaffer, M.A.
Counselors.....	Michael Belmear, M.A.
	Michele Casteel, M.A.
	William F. Julian, M.S.
Supervisor of Women's Housing.....	Ann Lester, M.A.
STUDENT CENTER AND BOOKSTORE, Director of.....	Stanley Groves, M.A.
STUDENT HEALTH SERVICE, Director of.....	James R. Dollison, M.D.
TEACHER EDUCATION, Dean of.....	Harry J. Hadley, Ed.D.

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Enrollment Fees Per Semester

The following listing reflects changes made in the various fees. Consult pages 19-21 for a complete listing of fees.

On-Campus

	W. Va. Resident	Non- Reside
12 hours (or more)(full-time students)	\$225.00	\$725.00
11 hours	207.00	675.00
10 hours	195.00	620.00
9 hours	183.00	565.00
8 hours	171.00	510.00
7 hours	159.00	455.00
6 hours	82.50	335.50
5 hours	70.50	280.50
4 hours	58.50	226.50
3 hours	46.50	172.50
2 hours	34.50	118.50
1 hour	22.50	64.50

All freshmen must pay \$1.50 Freshman Orientation Fee August term only. All new students--freshmen or transfers--must pay \$4.00 Service Charge to set up schedule. Students are entitled to activities and athletic functions if enrolled for 7 hours or more.

Fee Identification

Tuition (BOR Capitol Fund)	\$ 25.00	\$175.00
Registration Fee (BOR Capitol Fund)	50.00	250.00
Higher Ed. Resources (Operating Fund)	75.00	225.00
Athletic Fee	19.00	19.00
Student Union Fee	15.00	15.00
Student Activities Fee*	41.00	41.00
Total	\$225.00	\$725.00

Supports Student Government, Student Publications, I.D. Cards, Testing, Student Programs, Masquers & Forensics, Band, Choral, Intramurals, Debate, and Student Center Activities.

Off-Campus

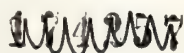
Total hours must be taken off-campus to qualify for off-campus fees. If a class is taken on-campus, then all hours will be charged at the on-campus rate.

	W. Va. Resident	Non- Resident
2 hours (or more) (full-time student)	\$150.00	\$650.00
1 hours	132.00	600.00
0 hours	120.00	545.00
9 hours	108.00	490.00
8 hours	96.00	435.00
7 hours	84.00	380.00
6 hours	72.00	325.00
5 hours	60.00	270.00
4 hours	48.00	216.00
3 hours	36.00	162.00
2 hours	24.00	108.00
1 hour	12.00	54.00

All new students--freshmen or transfers--must pay \$4.00 Service Charge to set up schedule. There is no orientation fee for off-campus freshmen. Off-campus students are not entitled to activities or athletic functions.

Cost of Each Summer Session

	W. Va. Resident	Non- Resident
2 hours or more	\$174.50	\$674.50
1 hours	156.50	624.50
0 hours	144.50	569.50



9 hours	\$132.50	\$514.
8 hours	120.50	459.
7 hours	108.50	404.
6 hours	89.50	342.
5 hours	77.50	287.
4 hours	65.50	233.
3 hours	53.50	151.
2 hours	41.50	111.
1 hour	29.50	71.

Residence Hall Expenses Per Semester

Rent: Morrow, North, Pence Halls . \$415.00 plus
 Food Service: All residents of
 Morrow, North, and Pence Halls
 are required to purchase a
 meal ticket for use in the col-
 lege Dining Hall 515.00 plus

Summer School Room and Food Service (1981)

*Food Service for five weeks \$165.00 plus
 *Room double occupancy for
 five weeks 130.00 plus
 *Room single occupancy for
 five weeks 140.00 plus

*Food service available contingent upon number of
 residents.

Key Deposit: This is returned when the
 student vacates the room or apartment
 and returns the key \$20

Revision of Refund Policy

Students who have paid in advance and cancel schedules prior to regi-
 tion day will receive full refunds.

Students who pay fees on fall and spring registration days will be a-
 ed to drop classes if doing so will result in a reduction of tuition
Classes may not be added or changed at this time.

Summer registration--Students will be permitted to pre-register, but
 students must pay fees on registration day. Classes may be dropped
not added or changed at this time.

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